

LOCAL REVIEW BODY

6 OCTOBER 2021

PLANNING APPLICATION FOR REVIEW

MR JOHN SEGGIE

**PROPOSED NEW DORMER WINDOW ARRANGEMENT TO UPPER FLOOR FLAT
FLAT 2, 17 UNION STREET, GREENOCK (21/0080/IC)**

Contents

- 1. Planning Application dated 17 March 2021**
- 2. Location Plan, Existing & Proposed Plans and Elevations**
- 3. Appointed Officer's Report of Handling dated 30 April 2021**
- 4. Inverclyde Local Development Plan 2019 Policy Extract**

To view the Inverclyde Local Development Plan see:

<https://www.inverclyde.gov.uk/planning-and-the-environment/planning-policy/development-planning/ldp>

- 5. Inverclyde Local Development Plan 2019 Map Extract**
- 6. Inverclyde Local Development Plan 2019 Supplementary Guidance on Planning Application Advice Notes Policy Extract**
- 7. Historic Environment Scotland – Historic Environment Policy for Scotland**
- 8. Historic Environment Scotland – Managing Change in the Historic Environment Guidance note on Roofs**
- 9. Decision Notice dated 14 May 2021 issued by Head of Regeneration & Planning**
- 10. Notice of Review Form dated 12 August 2021 with supporting statement and design statement from Nicholson McShane Architects**
- 11. Suggested conditions should planning permission be granted on review**

Note: Inverclyde Proposed Local Development Plan 2021 has been attached to the rear of the agenda papers as supplementary content.

1. PLANNING APPLICATION DATED 17 MARCH 2021

Municipal Buildings Clyde Square Greenock PA15 1LY Tel: 01475 717171 Fax: 01475 712 468 Email: devcont.planning@inverclyde.gov.uk

Applications cannot be validated until all the necessary documentation has been submitted and the required fee has been paid.

Thank you for completing this application form:

ONLINE REFERENCE 100381155-001

The online reference is the unique reference for your online form only. The Planning Authority will allocate an Application Number when your form is validated. Please quote this reference if you need to contact the planning Authority about this application.

Description of Proposal

Please describe accurately the work proposed: * (Max 500 characters)

Proposed new dormer window arrangement to upper floor flat.

Has the work already been started and/ or completed? *

No Yes - Started Yes – Completed

Applicant or Agent Details

Are you an applicant or an agent? * (An agent is an architect, consultant or someone else acting on behalf of the applicant in connection with this application)

Applicant Agent

Agent Details

Please enter Agent details

Company/Organisation:	Nicholson McShane Architects		
Ref. Number:	<input type="text"/>	You must enter a Building Name or Number, or both: *	
First Name: *	Douglas	Building Name:	Custom House
Last Name: *	Nicholson	Building Number:	1-01
Telephone Number: *	01475 325025	Address 1 (Street): *	Custom House Place
Extension Number:	<input type="text"/>	Address 2:	<input type="text"/>
Mobile Number:	<input type="text"/>	Town/City: *	Greenock
Fax Number:	<input type="text"/>	Country: *	Scotland
		Postcode: *	PA15 1EQ
Email Address: *	consents@nicholsonmcshane.co.uk		

Is the applicant an individual or an organisation/corporate entity? *

Individual Organisation/Corporate entity

Applicant Details

Please enter Applicant details

Title:	Mr	You must enter a Building Name or Number, or both: *	
Other Title:	<input type="text"/>	Building Name:	Flat 2
First Name: *	John	Building Number:	17
Last Name: *	Seggie	Address 1 (Street): *	Union Street
Company/Organisation	<input type="text"/>	Address 2:	<input type="text"/>
Telephone Number: *	<input type="text"/>	Town/City: *	Greenock
Extension Number:	<input type="text"/>	Country: *	Scotland
Mobile Number:	<input type="text"/>	Postcode: *	PA16 8UL
Fax Number:	<input type="text"/>		
Email Address: *	<input type="text"/>		

Site Address Details

Planning Authority:

Inverclyde Council

Full postal address of the site (including postcode where available):

Address 1:

FLAT 2

Address 2:

17 UNION STREET

Address 3:

Address 4:

Address 5:

Town/City/Settlement:

GREENOCK

Post Code:

PA16 8UL

Please identify/describe the location of the site or sites

Northing

676641

Easting

227324

Pre-Application Discussion

Have you discussed your proposal with the planning authority? *

Yes No

Pre-Application Discussion Details Cont.

In what format was the feedback given? *

Meeting Telephone Letter Email

Please provide a description of the feedback you were given and the name of the officer who provided this feedback. If a processing agreement [note 1] is currently in place or if you are currently discussing a processing agreement with the planning authority, please provide details of this. (This will help the authority to deal with this application more efficiently.) * (max 500 characters)

Email consultation with regard to previous application 20/0251/IC

Title:

Ms

Other title:

First Name:

Alexandra

Last Name:

Linn

Correspondence Reference Number:

Date (dd/mm/yyyy):

16/02/2021

Note 1. A Processing agreement involves setting out the key stages involved in determining a planning application, identifying what information is required and from whom and setting timescales for the delivery of various stages of the process.

Trees

Are there any trees on or adjacent to the application site? *

Yes No

If yes, please mark on your drawings any trees, known protected trees and their canopy spread close to the proposal site and indicate if any are to be cut back or felled.

Access and Parking

Are you proposing a new or altered vehicle access to or from a public road? *

Yes No

If yes, please describe and show on your drawings the position of any existing, altered or new access points, highlighting the changes you proposed to make. You should also show existing footpaths and note if there will be any impact on these.

Planning Service Employee/Elected Member Interest

Is the applicant, or the applicant's spouse/partner, either a member of staff within the planning service or an elected member of the planning authority? *

Yes No

Certificates and Notices

CERTIFICATE AND NOTICE UNDER REGULATION 15 – TOWN AND COUNTRY PLANNING (DEVELOPMENT MANAGEMENT PROCEDURE) (SCOTLAND) REGULATION 2013

One Certificate must be completed and submitted along with the application form. This is most usually Certificate A, Form 1, Certificate B, Certificate C or Certificate E.

Are you/the applicant the sole owner of ALL the land? *

Yes No

Is any of the land part of an agricultural holding? *

Yes No

Certificate Required

The following Land Ownership Certificate is required to complete this section of the proposal:

Certificate A

Land Ownership Certificate

Certificate and Notice under Regulation 15 of the Town and Country Planning (Development Management Procedure) (Scotland) Regulations 2013

Certificate A

I hereby certify that –

(1) - No person other than myself/the applicant was an owner (Any person who, in respect of any part of the land, is the owner or is the lessee under a lease thereof of which not less than 7 years remain unexpired.) of any part of the land to which the application relates at the beginning of the period of 21 days ending with the date of the accompanying application.

(2) - None of the land to which the application relates constitutes or forms part of an agricultural holding

Signed: Douglas Nicholson

On behalf of: Mr John Seggie

Date: 17/03/2021

Please tick here to certify this Certificate. *

Checklist – Application for Householder Application

Please take a few moments to complete the following checklist in order to ensure that you have provided all the necessary information in support of your application. Failure to submit sufficient information with your application may result in your application being deemed invalid. The planning authority will not start processing your application until it is valid.

- a) Have you provided a written description of the development to which it relates? * Yes No
- b) Have you provided the postal address of the land to which the development relates, or if the land in question has no postal address, a description of the location of the land? * Yes No
- c) Have you provided the name and address of the applicant and, where an agent is acting on behalf of the applicant, the name and address of that agent? * Yes No
- d) Have you provided a location plan sufficient to identify the land to which it relates showing the situation of the land in relation to the locality and in particular in relation to neighbouring land? *. This should have a north point and be drawn to an identified scale. Yes No
- e) Have you provided a certificate of ownership? * Yes No
- f) Have you provided the fee payable under the Fees Regulations? * Yes No
- g) Have you provided any other plans as necessary? * Yes No

Continued on the next page

A copy of the other plans and drawings or information necessary to describe the proposals (two must be selected). *

You can attach these electronic documents later in the process.

- Existing and Proposed elevations.
- Existing and proposed floor plans.
- Cross sections.
- Site layout plan/Block plans (including access).
- Roof plan.
- Photographs and/or photomontages.

Additional Surveys – for example a tree survey or habitat survey may be needed. In some instances you may need to submit a survey about the structural condition of the existing house or outbuilding. Yes No

A Supporting Statement – you may wish to provide additional background information or justification for your Proposal. This can be helpful and you should provide this in a single statement. This can be combined with a Design Statement if required. * Yes No

You must submit a fee with your application. Your application will not be able to be validated until the appropriate fee has been Received by the planning authority.

Declare – For Householder Application

I, the applicant/agent certify that this is an application for planning permission as described in this form and the accompanying Plans/drawings and additional information.

Declaration Name: Mr Douglas Nicholson

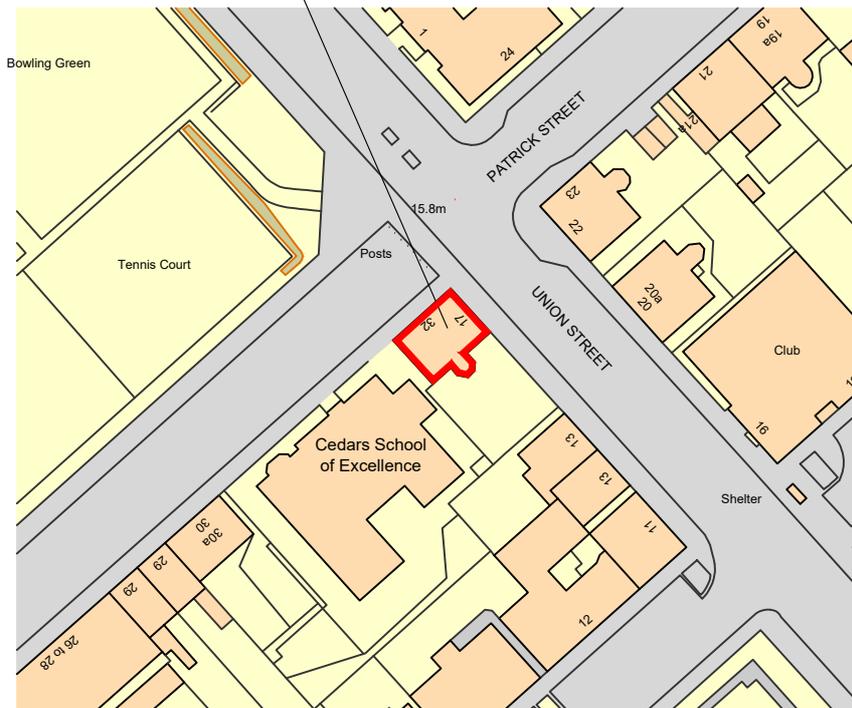
Declaration Date: 17/03/2021

2. LOCATION PLAN, EXISTING & PROPOSED PLANS AND ELEVATIONS



REVISION	DESCRIPTION	DATE
-	-	-
-		

LOCUS OF PROPOSAL



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CLIENT Mr. and Mrs. J. Seggie			PROJECT TITLE Proposed new dormer				
PROJECT ADDRESS Flat 2, 17 Union Street, Greenock			DRAWING TITLE Location Plan				
DRAWING STATUS PLANNING	PAPER SIZE A4	DRAWING NUMBER 20035_LP	REVISION -	SCALE 1:1250	DATE 03-08-20	DRAWN BY DN	CHCK'D BY



nicholson
mcshane
architects

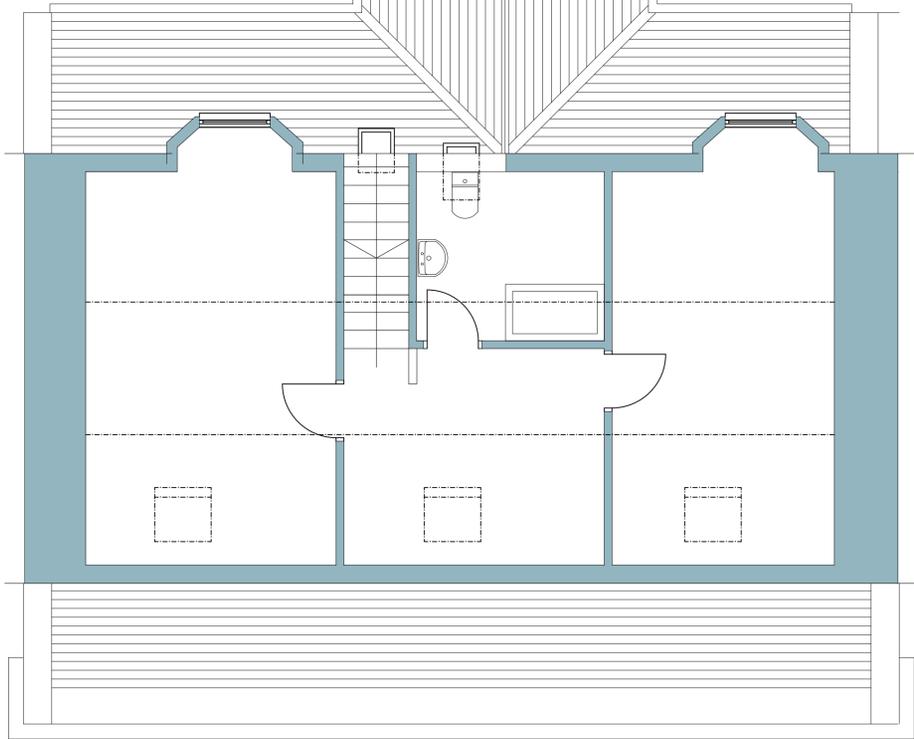
SUITE 1-01, CUSTOM HOUSE,
CUSTOM HOUSE PLACE,
GREENOCK, PA15 1EQ

e. info@nicholsonmcshane.co.uk
t. 01475 325025
w. nicholsonmcshane.co.uk

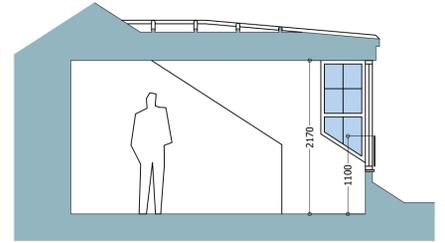
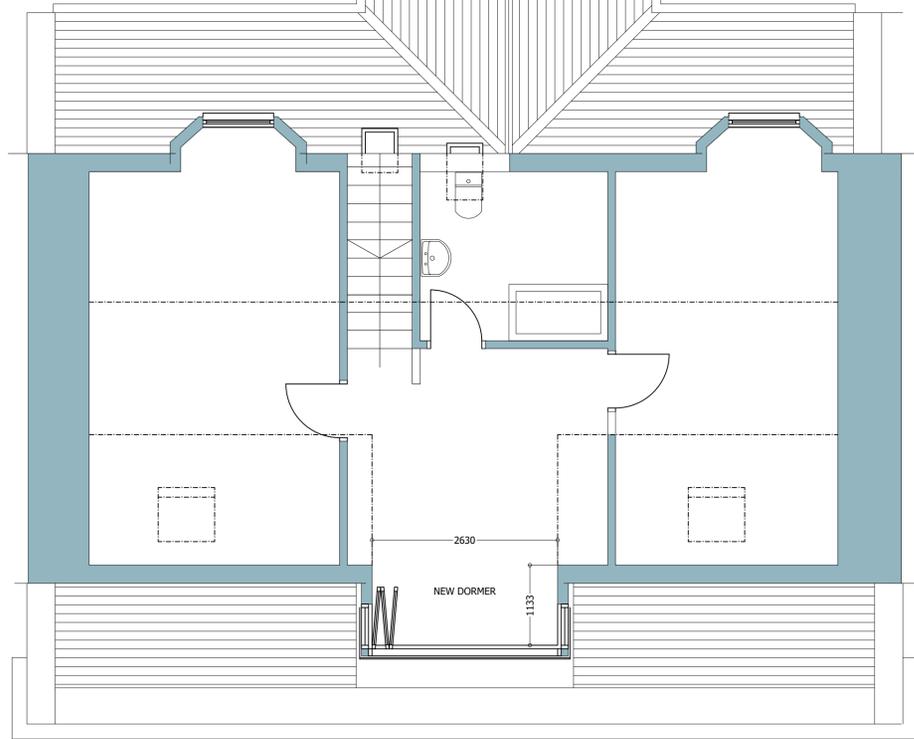


REVISION	DESCRIPTION	DATE
A	Dormer side elevation added	03-05-21

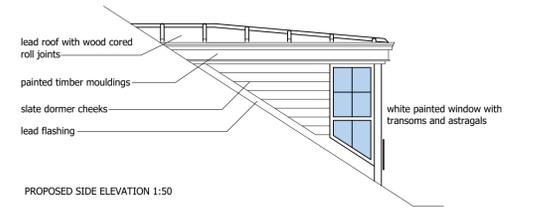
EXISTING TOP FLOOR LAYOUT 1:50



PROPOSED TOP FLOOR LAYOUT 1:50



PROPOSED CROSS SECTION 1:50



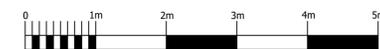
PROPOSED SIDE ELEVATION 1:50



EXISTING ELEVATION TO ARDGOWAN SQUARE 1:50



PROPOSED ELEVATION TO ARDGOWAN SQUARE 1:50



SUITE 1-01, CUSTOM HOUSE,
CUSTOM HOUSE PLACE,
GREENOCK, PA15 1EQ
e info@nicholsonmcshane.co.uk
t 01475 325025
w nicholsonmcshane.co.uk

CLIENT
Mr. and Mrs. J. Seggie

PROJECT TITLE
Proposed new dormer to front roof slope of flat

PROJECT ADDRESS
Flat 2, 17 Union Street, Greenock

DRAWING TITLE
Plans and elevations as existing and proposed

DRAWING STATUS
COMMENT / APPROVAL

PAPER SIZE
A1

DRAWING NUMBER
20035_D.001

REVISION
A

SCALE
1:50

DATE
03-08-2020

DRAWN BY
DN

CHECKED BY
-



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**3. APPOINTED OFFICER'S REPORT OF HANDLING
DATED 30 APRIL 2021**

REPORT OF HANDLING

Report By: James McColl

Report No: 21/0080/IC

**Local Application
Development**

**Contact
Officer:** 01475 712462

Date: 30th April 2021

Subject: Proposed new dormer window arrangement to upper floor flat at
Flat 2, 17 Union Street, Greenock

SITE DESCRIPTION

The application relates to an upper flat over the second floor and attic within a three storey building situated on the eastern side of Ardgowan Square at the corner of Union Street, Greenock. The building dates from the early 19th century and is finished externally in sandstone with a slate roof. It is a Category C listed building and lies within the Greenock West End Conservation Area. A variety of buildings accommodating a variety of uses lie adjacent and these also primarily comprise sandstone buildings with a slate roof.

PROPOSAL

It is proposed to form a new dormer window arrangement to the front (west facing) roof slope. The dormer will feature bi-folding doors with glass balustrade. The doors will be designed to follow the appearance of the other windows within the building inclusive of transoms and astragals. When the doors are open the construction will visually present as a covered roof terrace. The dormer roof will be finished in lead. The new dormer is formed to an existing large landing area at attic level.

A design statement has been submitted in support of the proposals.

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 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.

Planning Application Advice Note (PAAN) 6 on "Dormer Windows" applies.

PROPOSED 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 3 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.

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.

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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.

CONSULTATIONS

None required.

PUBLICITY

The application was advertised in the Greenock Telegraph on 26th March 2021 as a development affecting a conservation area and a listed building.

SITE NOTICES

A site notice was posted on 26th March 2021 for development affecting a conservation area and a listed building.

PUBLIC PARTICIPATION

No representations were received.

ASSESSMENT

The material considerations in determination of this application are the 2019 adopted Inverclyde Local Development Plan, Planning Application Advice Note (PAAN) 6 on "Dormer Windows", the 2021 proposed Inverclyde Local Development Plan as approved for publication by the Environment and Regeneration Committee on 13th April 2021, Historic Environment Scotland's Historic Environment Policy for Scotland and "Managing Change in the Historic Environment" guidance note on "Roofs", the Greenock West End Conservation Area Appraisal, the visual impact, the impact within the Conservation Area, the impact on residential amenity and the applicant's supporting design statement.

Policy 28 of the adopted and proposed Local Development Plans advises that proposals for development within a conservation area require to preserve or enhance the character and appearance of the area. It is further advised that in assessing such proposals any relevant Conservation Area Appraisals or other information relating to the historic or architectural value of the conservation area requires to be considered. Policy 29 of both Plans advises that proposals for development affecting a listed building 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. Policy 1 of both Plans further requires all development to have regard to the six qualities of successful places. The relevant factors in respect of this development contributing to the qualities of successful places are being "Distinctive" in reflecting local architecture and urban form and contributing positively to historic places, being "Safe and Pleasant" in avoiding conflict with adjacent uses in respect of overshadowing, privacy and noise. 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.

Historic Environment Scotland's "Managing Change in the Historic Environment" guidance note on "Roofs" specifically addresses proposals for new dormer windows by noting that the addition of new features to principal or prominent roof slopes should generally be avoided. New dormers and rooflights should be appropriately designed and located with care. The Greenock West End Conservation Area Appraisal identifies the application site as being within the south-east character area of the Conservation Area. This was developed primarily in the first half of the 19th century with

the area from George Square to Ardgowan Square being urban in nature featuring a variety of buildings and with Union Street forming the principle thoroughfare.

Planning Application Advice Note (PAAN) 6 sets out guidance on design principles when considering proposals for dormer windows. It highlights a preference for dormers to be located at the rear of houses where they will be less conspicuous. And notes that a dormer should be subordinate to the existing roof, be set back from the wall head, be below the ridge line of the roof and be set back from the gables. Exposed fascia boarding on should be used sparingly and should be painted to match the colour of the dormer faces. Cladding should be similar to the original roof. The window openings of the dormer should follow existing style proportion and alignment and on a building of traditional design, a pitched or sloping roof over each dormer should reflect the architectural style of the building.

Due to the position within the street, the front elevation of the building subject of this application faces north-west along the road within Ardgowan Square which also forms Union Street before and after the Square. As noted in the Conservation Area Appraisal, Union Street is the main thoroughfare through the south-east character area. When travelling south-east on Union Street, the building comes into view as you reach the Square and is the main focal point on the right hand side of the road. Currently it comprises an attractive and well-proportioned building. Any alterations to the front elevation of the building, including the front roof plane, require to be carefully conceived and managed. Whilst PAAN6 sets out a preference for dormer windows to be located to the rear, front dormers are an established part of the pattern of development in the locality and these often comprise later additions to a building. The applicant in their supporting statement notes the variety of buildings within the vicinity, inclusive of their later alterations, and that these reflect the different architectural styles and features typical of their time. They go on to highlight that this mix of architectural styles contributes to the development evolution of the Square.

Considering the design of the dormer window proposed, the applicant highlights that the detailing of the proposal has been designed to reflect some of the features within the existing building, inclusive of the appearance of the bi-folding units themselves when in the closed position. However, I am concerned that the single, large central dormer window results on an awkward arrangement to the front of the building. With the bi-folding doors fully open together with the glazed balustrade, the proposal would in effect, create a covered rooftop terrace which is uncharacteristic of the Conservation Area and to the detriment of the appearance and character of the listed building. In this case, the visual impact is compounded by the position on the front roof plane and the prominent position of the building within the streetscape. In support of the proposal, the applicant has additionally highlighted the variety of building styles together with the variety of dormer window styles within the vicinity. It is noted in the applicant's supporting statement that the proposed dormer style proposed is already evident within existing properties of a similar period style on Ardgowan Square. Nos 3-4, 14-15 and 23-24 are specifically highlighted. Nos.3-4 and 23-24 are, like the application site, both listed buildings. Both buildings feature a front dormer arrangement comprising two traditional style hipped dormer windows with a smaller central box dormer window. Whilst this is an arrangement that could be appropriate for the period style of the building subject of this application, particularly with reference to the prominent position within the street, it is not an arrangement that I consider comparable with the current proposal. No.14-15 Ardgowan Square has a similar position within the streetscape as the application site with a corner position resulting in the building being prominent within the street when traveling north-west from the Square to Ardgowan Street. A large, off-centre box dormer is positioned across approximately two thirds of the front roof slope. This dormer arrangement is not sympathetic to the building. What may have been accepted in this building historically is not alone a good pointer as to what may be acceptable by today's standards when considered with reference to current policy and guidance. I also note that these other dormers do not include a glass balustrade and do not convert to a covered roof terrace, therefore I consider that there are crucial material differences between them. The current application must also be considered in its individual merits.

The applicant further highlights the existing rooflight arrangement to the front roof plane of the application site noting the middle rooflight is off-centre. I noted this during my site visit and that there are three rooflights which in general do not completely align with the windows below. It is the position

of the applicant that the proposed dormer will greatly improve the symmetry of the main facade due to it being aligned and centred above the doorway which will greatly improve the symmetry of the main facade. I found at my site visit when walking south-east on Union Street into Ardgowan Square that when the building comes in to view the eye is drawn to the attractive and symmetrical arrangement of the front elevation rather than to the off-centred rooflight windows on the front roof plane above. I do not, therefore, consider that the existing rooflight arrangement justifies the proposal nor do I consider that the addition of the proposed dormer enhances the existing listed building or wider conservation area.

Overall, the proposal for the single, large central dormer window results in an awkward arrangement to the front of the listed building. When the bi-folding doors are fully open the effect created would be a covered rooftop terrace which is uncharacteristic of the Conservation Area and to the detriment of the appearance and character of the listed building. It is reasonable to assume that the applicant would maximise the use of the opening facility and it is therefore also reasonable for this aspect of the proposal to be of significant concern. The resulting visual impact is compounded by the position on the front roof plane and the prominent position of the building within the streetscape. Overall it cannot be held that the proposal preserves or enhances the Conservation Area or preserves the appearance and character of the listed building. The proposal is therefore not supported by Policies 28 and 29 of the adopted and proposed Local Development Plans. Additionally, as the proposal cannot be considered to reflect local architecture and urban form and contribute positively to historic places, it fails to have regard to the six qualities of successful places as set out in Figure 3 of the adopted and proposed Plans and is therefore not supported by Policy 1 of both Plans. The unacceptable impact on the character and appearance of the area also means the proposal is not supported by Policy 20 of the proposed Plan. The proposal further conflicts with Historic Environment Scotland's guidance which seeks to ensure that new dormers are appropriately designed and located with care. PAAN6 offers general guidance on dormer windows. Whilst the proposal may not be at odds with the detail of any specific criteria, there is an overarching requirement that a dormer is appropriate for the architectural style of the building and this is not achieved.

Notwithstanding the above, it rests to consider whether there are any other material planning considerations which would result in the proposal being unacceptable. The outstanding consideration in this respect is that of residential amenity. No overlooking, window to window conflict or loss of privacy would occur from the proposed dormer and no other residential amenity concerns arise.

In conclusion, the proposal fails in respect of Policies 1, 28 and 29 of the adopted and proposed Local Development Plans together with Policy 20 of the proposed Local Development Plan. Additionally, the proposal further conflicts with Historic Environment Scotland's guidance. There are no material planning considerations which suggest that it would be appropriate to grant planning permission. Planning permission should therefore be refused for the reasons set out below.

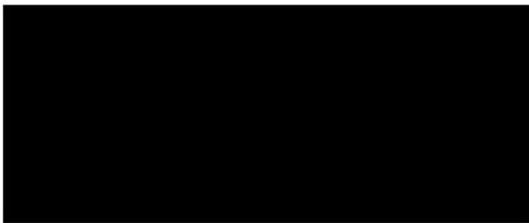
RECOMMENDATION

That the application be refused for the following reasons:

1. The proposed dormer window is uncharacteristic of the Conservation Area, to the detriment of the appearance and character of the listed building and this adverse visual impact is compounded by the position on the front roof plane and the prominent position of the building within the streetscape. The proposal is thus not supported by Policies 28 and 29 of both the 2019 adopted Inverclyde Local Development Plan and the 2021 proposed Inverclyde Local Development Plan.
2. The proposed dormer window cannot be considered to reflect local architecture and urban form and contribute positively to historic places. The proposal fails to have regard to the six qualities of successful places as set out in Figure 3 of both the 2019 adopted Inverclyde Local Development Plan and the 2021 proposed Inverclyde Local Development Plan and is therefore not supported by Policy 1 of both Plans.

3. The unacceptable impact on the character and appearance of the area resulting from the proposed dormer window means that the proposal is not supported by Policy 20 of the 2021 proposed Inverclyde Local Development Plan.
4. The unacceptable impact of the proposed dormer window conflicts with Historic Environment Scotland's guidance which seeks to ensure that new dormers are appropriately designed and located with care.

Signed:



James McColl
Case Officer



Stuart Jamieson
Interim Service Director
Environment and Economic Recovery

4. INVERCLYDE LOCAL DEVELOPMENT PLAN 2019 POLICY EXTRACT

3.0 CREATING SUCCESSFUL PLACES

Introduction

3.1 Inverclyde has many fantastic and unique places. Examples include the Free French Memorial and Lyle Hill, which offer panoramic views over the Firth of Clyde; Quarriers Village, built in the 19th century as an orphans' village and filled with individually designed homes of that period; the A-listed Edwardian Wemyss Bay railway station; and the grid-pattern Greenock West End conservation area, which is contained to the north by the popular Greenock Esplanade. These, and other places, have stood the test of time and remain places where people want to live and visit.

3.2 The Council is keen to have more successful places in Inverclyde, and all new development will be expected to contribute to creating successful places. This is particularly important in relation to the Plan's Priority Projects and Priority Places, which reflect major Council investments and the larger scale regeneration opportunities in Inverclyde.

Creating Successful Places

3.3 The Council is keen that all development contributes to making Inverclyde a better place to live, work, study, visit and invest. To differing degrees, all scales and types of development have the potential to make an impact on the surrounding environment and community. It is important to the Council that this impact is a positive one. To this end, the Council will have regard to the six qualities of a successful place when considering all development proposals.

Distinctive

Adaptable

Resource Efficient

Easy to Move Around

Safe and Pleasant

Welcoming

3.4 **Figure 3** illustrates the factors that contribute to the six qualities of a successful place. Not all will be relevant to every development proposal and planning application, but where they are, the Council will expect development proposals to have taken account of them, and it will have regard to them in the assessment of planning applications.



Quarriers Village

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.



Wemyss Bay Railway Station

FIGURE 3: Factors Contributing to Successful Places



10.0 OUR HISTORIC BUILDINGS AND PLACES

10.1 Inverclyde's buildings and places chart the long history of the area. Archaeological finds evidence the occupation of the area from pre-historic through to Roman times; Newark Castle and the initial growth of our towns and villages occurred during medieval times; and the industrialisation and urbanisation of the 18th to 20th centuries shaped Inverclyde as we know it now. Inverclyde's past has gifted the present day with a rich and varied legacy of historic buildings and places which significantly contribute to the culture, character and sense of place, and which support tourism and the economy. These include conservation areas, listed buildings, scheduled monuments and other archaeological sites, and gardens and designed landscapes. As well as the policies below, the Council will have regard to Historic Environment Scotland's Policy Statement (June 2016) and any successor document, when assessing proposals affecting these historic buildings and places.

Conservation Areas

10.2 Inverclyde has eight conservation areas: Greenock (West End and Cathcart Square/William Street), Gourock (West Bay and Kempock Street/Shore Street), Inverkip, Kilmacolm (South East and The Cross) and Quarrier's Homes. There are Article 4 Directions associated with five of these, the exceptions being The Cross, Kilmacolm and the two Gourock conservation areas, which were designated after the General Permitted Development Order was amended to restrict permitted development in conservation areas. Article 4 Directions remove permitted development rights from the conservation areas they cover.

10.3 Conservation Area Appraisals are useful documents for understanding the important features of conservation areas, assisting their positive management, and informing development management decisions. A Conservation Area Appraisal was completed for the Greenock West End in 2016 and it is intended that appraisals be undertaken for the other conservation areas over the lifetime of this Plan.

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.



Conservation Area - Main Street, Inverkip

Listed Buildings

10.4 Inverclyde has 247 listed buildings, details of which are available on the Council's website. Twenty-five of these are A-listed as they are of national or international importance, including Gourrock Ropeworks in Port Glasgow and the Custom House and Sugar Warehouses in Greenock.

10.5 Many listed buildings are within the ownership of the Council, and in recent years there has been significant investment made at the Greenock Municipal Buildings and Watt Memorial School, to keep or retain the listed buildings in active use and secure their future. Other buildings including the former sugar warehouses on James Watt Dock have been made wind and watertight with Council support until such times as a new and sustainable use can be found. However, there are also listed buildings within Inverclyde on the Buildings at Risk Register for Scotland. The Council will work with interested parties to find suitable future uses for these and other listed buildings.



Greenock Crematorium

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.



Ardgowan Bowling Club, Greenock

Enabling Development

10.6 One means of securing the future of listed buildings, or other buildings of architectural merit, is to permit enabling development facilitating the restoration or retention of a listed building through cross-funding provided by new development, usually within the grounds of the listed building. Examples of this in Inverclyde include the former Bridge of Weir Hospital near Quarriers Village, Auchencroft near Kilmacolm and Langhouse near Inverkip. The Council has also accepted the principle of enabling development as a means of restoring the former Balrossie School buildings near Kilmacolm.

10.7 Enabling development is often permitted in locations where new buildings would not normally be, such as in the green belt, with the justification being the retention or restoration of a listed building that might otherwise be lost. In these circumstances, it is important that it can be demonstrated that the enabling development is the only means by which the listed building can be saved, that it is appropriately designed and located, and that only the minimum enabling development necessary to save the listed building is permitted. The Council will bring forward Supplementary Guidance to provide additional advice and policy context on this matter.

POLICY 30 – ENABLING DEVELOPMENT

Proposals for enabling development to support the restoration of listed buildings will be considered favourably where it can be clearly shown to be the only means of preventing the loss of the listed building and securing its long term future. Any enabling development is required to be the minimum necessary to achieve this aim. The resultant development is required to be designed and sited carefully to preserve or enhance the character and setting of the listed building. Further detail will be set out in the Council's Supplementary Guidance on Enabling Development which will form part of the assessment of any proposals.

Scheduled Monuments and Archaeological Sites

10.8 Inverclyde has a rich archaeological heritage. This is evidenced by its 31 Scheduled Monuments ranging from High Castlehill, which is the remnants of a prehistoric settlement, through to the 15th century Newark Castle, the 19th century industrial archaeology of the Greenock Cut, and Larkfield Battery a Second World War anti-aircraft battery. There are also numerous sites of more local archaeological interest in Inverclyde.

10.9 Scheduled Monuments are of national importance and, as such, have a high level of protection with a separate consent system administered by Historic Environment Scotland. For non-scheduled archaeological sites, if as a result of development it is not possible to preserve these in situ then developers must undertake appropriate excavation, recording, analysis, publication and archiving before and during the development.

POLICY 31 – SCHEDULED MONUMENTS AND ARCHAEOLOGICAL SITES

Development that would potentially have an adverse effect on a Scheduled Monument or the integrity of its setting will only be permitted in exceptional circumstances.

Development affecting archaeological sites should seek to preserve the archaeological resource in situ.

Gardens and Designed Landscapes

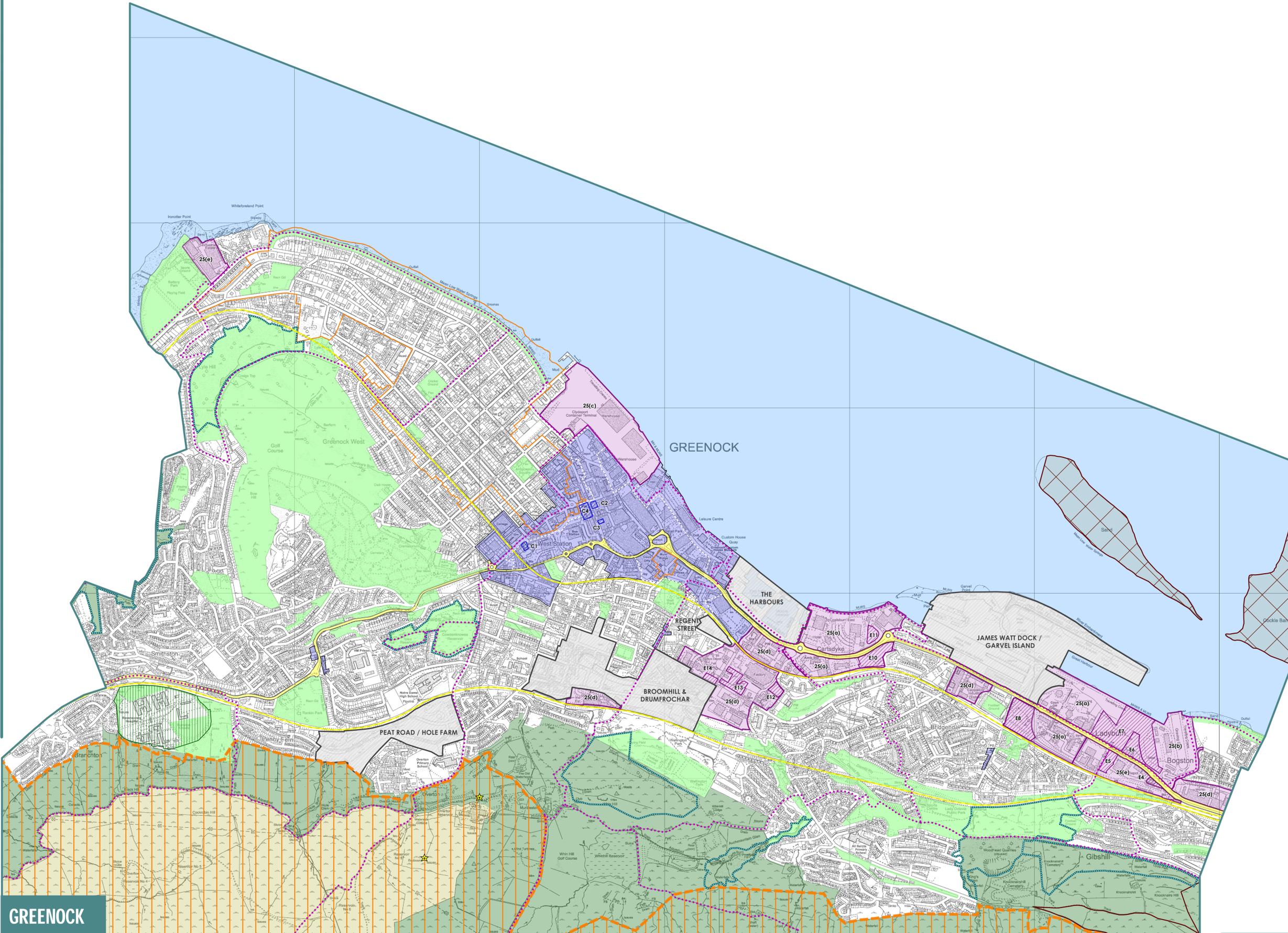
10.10 Inverclyde has 3 Gardens and Designed Landscapes, a national designation recognising grounds, often of large houses, which were consciously laid out for artistic effect. These are Ardgowan, Duchal House and Finlaystone House.

POLICY 32 – GARDENS AND DESIGNED LANDSCAPES

Development that would affect a Garden and Designed Landscape is required to protect and appropriately enhance its important features.

5. INVERCLYDE LOCAL DEVELOPMENT PLAN 2019 MAP EXTRACT

LOCAL DEVELOPMENT PLAN 2019



KEY

SUSTAINABLE DEVELOPMENT STRATEGY		
	Priority Place	POLICY 3
CONNECTING PEOPLE AND PLACES		
	Trunk Road	POLICY 11
	Railway	POLICY 11
SPATIAL DEVELOPMENT STRATEGY		
	Green Belt	POLICIES 14 & 19
	Countryside	POLICIES 14 & 19
OUR TOWN AND LOCAL CENTRES		
	Town Centre / Local Centre	POLICY 22
	Greenock Town Centre Central Area	POLICY 22
	Network of Centres Opportunity	POLICY 22
OUR JOBS AND BUSINESSES		
	Business & Industrial Area	POLICY 25
	Business & Industrial Development Opportunity	POLICY 26
OUR HISTORIC BUILDINGS AND PLACES		
	Conservation Area	POLICY 28
	Scheduled Monument	POLICY 31
OUR NATURAL AND OPEN SPACES		
	Special Protection Area / Ramsar Site	POLICY 33
	Site of Special Scientific Interest	POLICY 33
	Local Nature Conservation Site	POLICY 33
	Tree Preservation Order	POLICY 34
	Open Space	POLICY 35
	Clyde Muirshiel Regional Park	POLICY 37
	Core Path	POLICY 38
	River Clyde / Firth of Clyde	

Inverclyde council SCALE 1:10,000

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GREENOCK

**6. INVERCLYDE LOCAL DEVELOPMENT PLAN 2019
SUPPLEMENTARY GUIDANCE ON PLANNING
APPLICATION ADVICE NOTES POLICY EXTRACT**

Planning Application Advice Note No. 6

DORMER WINDOWS

It is appreciated that many households require additional accommodation and that, in many cases, the most cost effective way is to use attic space. Dormer windows can help to maximise the floorspace.

This Advice Note provides a guide to the issues that are considered in determining applications for planning permission.



Design Principles

- Dormers should, preferably, be located at the rear of the house where they will be less conspicuous.

- A dormer should be subordinate to the existing roof in terms of its shape and size and should be set back from the wall head, be below the ridge line of the roof and be set back from the gable ends.
- Exposed fascia boarding on dormers should be used sparingly and should be painted to match the colour of the dormer faces rather than the window frames.
- Where practical the external cladding of the dormer should be similar to that of the original roof.
- Dormers on the hipped gable of a roof should be avoided.
- The window openings of the dormer should, where practical, follow the style, proportion and alignment of door and window openings in the existing house.
- On a building of traditional design, a pitched or sloping roof over each dormer should reflect the architectural style of the building.

7. HISTORIC ENVIRONMENT SCOTLAND – HISTORIC ENVIRONMENT POLICY FOR SCOTLAND

HISTORIC ENVIRONMENT POLICY FOR SCOTLAND



HISTORIC
ENVIRONMENT
SCOTLAND

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INTRODUCTION

The historic environment is our surroundings as they have been shaped, used and valued by people in the past, and continue to be today. It is central to our everyday lives and our sense of place, identity and wellbeing.

It is wide-ranging – including natural and built features – and it can be valued for both its tangible and intangible aspects.

The principles and policies that make up the Historic Environment Policy for Scotland (HEPS) help us to care collectively for this precious resource as we work towards a shared vision:



Scotland's historic environment is understood and valued, cared for and protected, enjoyed and enhanced. It is at the heart of a flourishing and sustainable Scotland and will be passed on with pride to benefit future generations”

OUR PLACE IN TIME

WORDS AND PHRASES USED IN THIS POLICY

These are definitions of terms and phrases as they are used in this policy, to ensure that we are all using them in the same way. Some of the following definitions have been adopted from other sources (named in brackets).

asset

An asset (or 'historic asset' or 'heritage asset') is a physical element of the historic environment – a building, monument, site, place, area or landscape identified as having cultural significance.

community

A community is a group of people connected by location or by a common interest.

community of place

A community of place, or place-based community, is a group of people connected because of where they live, work, visit or otherwise spend a large amount of time. It can also refer to a group of people connected to a particular geographic location.

communities of practice and interest

Communities of practice are groups of people who share a concern or a passion for a place or something they do. A community of interest is a group of people who identify with or share a similar interest or experience.

cultural heritage

Cultural heritage is an expression of the ways of living developed by a community and passed on from generation to generation. It can include customs, practices, places, objects, artistic expressions and values, aesthetic, historic, scientific, social or spiritual aspects. (ICOMOS 2002)

cultural significance

Cultural significance means aesthetic, historic, scientific or social value for past, present or future generations. Cultural significance can be embodied in a place itself, its fabric, setting, use, associations, meanings, records, related places and related objects. (Australia ICOMOS Burra Charter 2013)

decision-maker

A decision-maker for the historic environment is anyone who has a role or interest in making decisions that might affect it. In this context the term often refers to planning authorities, but it could also mean individuals, public- or private-sector organisations, Ministers, communities or developers. The decisions might be about land use, funding, alterations to a building, site or place, or long-term strategies.

historic environment

The historic environment is ‘the physical evidence for human activity that connects people with place, linked with the associations we can see, feel and understand’. (*Our Place in Time, the Historic Environment Strategy for Scotland*)

impact

The effect of changes on the historic environment is often referred to as the impact. This can be neutral, positive or negative. There can be impact on the physical elements of a place or on its setting, if its surroundings are changed so that our understanding, appreciation or experience is altered. Changes in the historic environment can also affect people’s associations with a place or its setting, and their responses to it.

mitigation

Mitigation refers to ways in which we can minimise the impact on the historic environment, avoid it, or make it less damaging. Sometimes it is possible to offset the impact, compensating for it through positive actions.

place

Place can refer to the environment in which we live, the people that inhabit these spaces and the quality of life that comes from the interaction of people and their surroundings. Architecture, public space and landscape are central to this. (*Creating Places: A Policy Statement on Architecture and Place for Scotland*)

planning system

The planning system is the process by which local and national government bodies make decisions about how and where development should take place. Change to some designated sites and places is also managed through separate consent regimes.

sustainable development

Sustainable development is development that meets the needs of the present without compromising the ability of future generations to meet their own needs. (*World Commission on Environment and Development*)

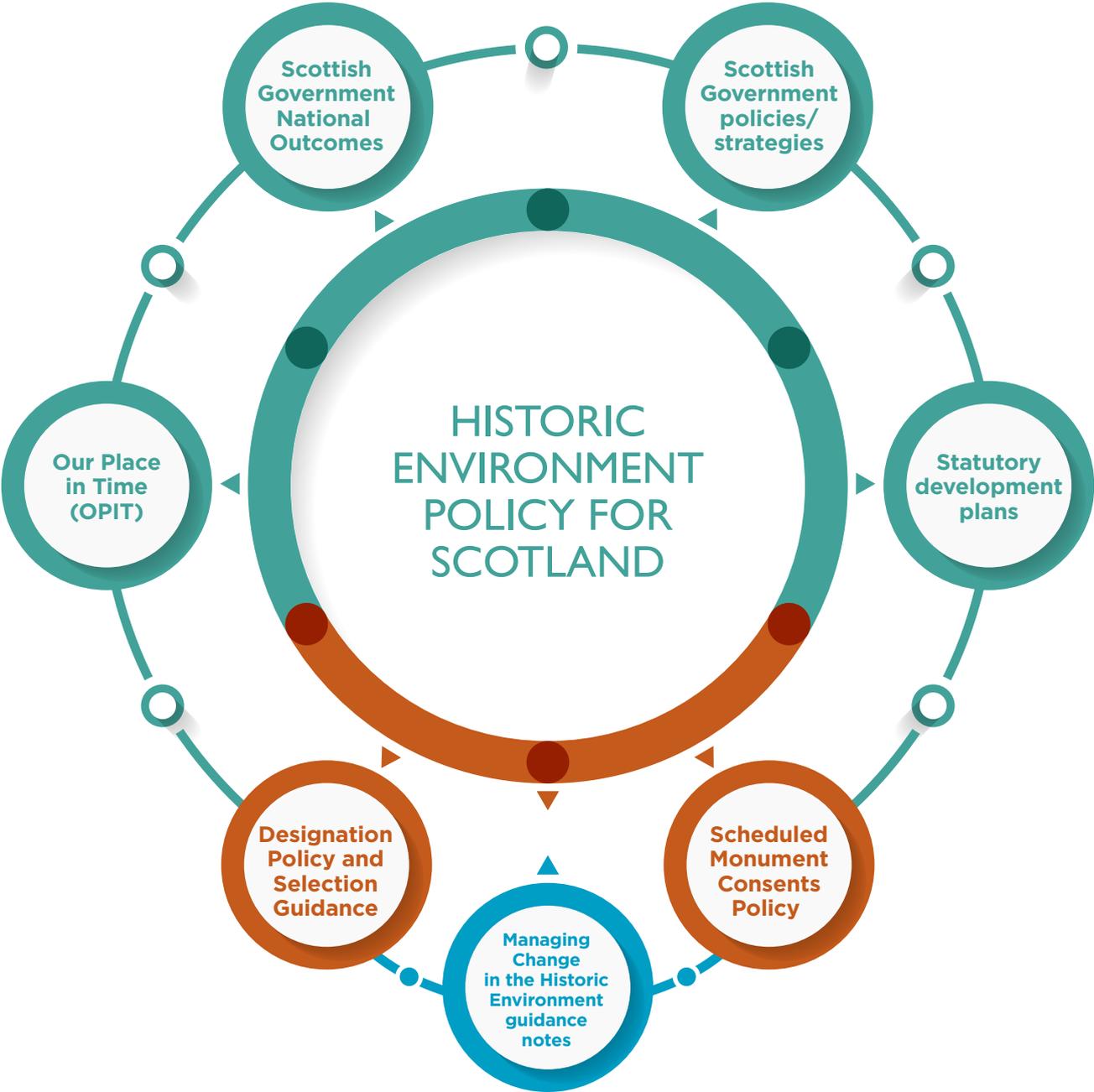
WHAT IS THE STATUS OF HEPS?

HEPS is a policy statement directing decision-making that affects the historic environment. It is non-statutory, which means that it is not required to be followed as a matter of law or statute. It is relevant to a wide range of decision-making at national and local levels. It is supported by detailed policy and guidance.

HEPS should be taken into account whenever a decision will affect the historic environment. This includes in plans and policies that deal with funding decisions or estate management, or other specific topics such as agriculture or energy. It is also a material consideration for planning proposals that might affect the

historic environment, and in relation to listed building consent and scheduled monument consent ('material consideration' means that decision-makers should take it into account when coming to a decision). Decisions on scheduled monument consent are made in line with Historic Environment Scotland's policy for determining consents at scheduled monuments (see 'Sources of further information and guidance').

The Scottish Government produces national policies for addressing land use matters and decisions. HEPS sits alongside these policies, and should be used with them.



WHAT IS HEPS FOR?

HEPS is designed to support and enable good decision-making about changes to the historic environment. Good decision-making takes into account all aspects of the historic environment and the different ways people value it. Good decision-making is transparent and open to challenge, and recognises that a wide range of factors can affect the historic environment in different ways. Changes might support its long-term survival, impact on its current management or even give us new information to improve our understanding of it.

HEPS sets out a series of principles and policies for the recognition, care and sustainable

management of the historic environment. It promotes a way of understanding the value of the historic environment which is inclusive and recognises different views. It encourages consistent, integrated management and decision-making to support positive outcomes for the people of Scotland. It also supports everyone's participation in decisions that affect the historic environment.

By doing these things, HEPS helps to deliver the vision and aims of *Our Place in Time*. It takes into account principles that the UK and Scottish governments have agreed to in international charters and conventions on cultural heritage and landscape.

HOW HAS HEPS BEEN DEVELOPED?

HEPS is for everyone who cares about decisions that affect the historic environment. This includes the people who make the decisions, as well as the people affected by or interested in them.

The policy has been developed using current research as well as established views about how to care for the historic environment. It also draws upon previous policy documents and related policy areas that affect or are affected by the historic environment.

HEPS has also been informed by work undertaken by HES to understand what the historic environment means to the people of Scotland. HES did this by listening to people's views on how to look after and manage the historic environment. These conversations have shaped this policy document.

POLICIES FOR MANAGING THE HISTORIC ENVIRONMENT

HEP1

Decisions affecting any part of the historic environment should be informed by an inclusive understanding of its breadth and cultural significance.

HEP2

Decisions affecting the historic environment should ensure that its understanding and enjoyment as well as its benefits are secured for present and future generations.

HEP3

Plans, programmes, policies and strategies, and the allocation of resources, should be approached in a way that protects and promotes the historic environment.

If detrimental impact on the historic environment is unavoidable, it should be minimised. Steps should be taken to demonstrate that alternatives have been explored, and mitigation measures should be put in place.

HEP4

Changes to specific assets and their context should be managed in a way that protects the historic environment. Opportunities for enhancement should be identified where appropriate.

If detrimental impact on the historic environment is unavoidable, it should be minimised. Steps should be taken to demonstrate that alternatives have been explored, and mitigation measures should be put in place.

HEP5

Decisions affecting the historic environment should contribute to the sustainable development of communities and places.

HEP6

Decisions affecting the historic environment should be informed by an inclusive understanding of the potential consequences for people and communities. Decision-making processes should be collaborative, open, transparent and easy to understand.

WHAT ARE THE CHALLENGES AND OPPORTUNITIES FOR THE HISTORIC ENVIRONMENT?

There are a number of challenges and opportunities that affect how we understand, manage and care for the historic environment.

Decision-making has to be sufficiently flexible and adaptable to deal with wide-ranging and ongoing changes in society and the environment.

Good decisions will aim to achieve the best possible outcome for the historic environment and maximise its benefits.

LAND MANAGEMENT

Land management affects much of the historic environment. Changes to agricultural and land use policies and practice can have a significant impact.

CREATING AND MAINTAINING PLACES

The changing places where we live, work and play, and the ways we understand and relate to them, are among the wide range of factors that affect our wellbeing. The historic environment plays a key part in making good places.

DIVERSITY, EQUALITY AND ACCESS

Established ways of recognising and managing the historic environment haven't always reflected our whole society. It is important to talk about the past in a way that recognises its diversity. The historic environment should be accessible and inclusive, providing a source of inspiration, enjoyment and learning for all.

ROLES AND RESPONSIBILITIES

Taking care of the historic environment is a shared responsibility. Sometimes the interests of different groups and individuals overlap, and this can cause confusion and tension about roles and responsibilities.

FUNDING

Some historic places and sites will rely on external funding. There are difficult choices to be made about where to spend available money, and opportunities to think creatively about approaches to funding.

SUSTAINABLE TOURISM

Tourism brings huge benefits to the wider economy and can provide financial resources for looking after historic sites and buildings. High visitor numbers can also affect the sites themselves, sometimes creating management challenges.



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CLIMATE CHANGE

Climate change and the effort required to mitigate and adapt to its effects have a significant impact on the historic environment. We are still working as a society to understand this impact.

SOCIETAL CHANGE

Our communities and lifestyles are changing; our population is ageing and shifting. This can have an impact on the historic environment, changing how we interact with it and value it.

INTANGIBLE CULTURAL HERITAGE

Established ways of managing the historic environment are often based around physical structures such as buildings and monuments – but the historic environment is made up of both intangible and tangible cultural elements.

A HOLISTIC APPROACH TO THE ENVIRONMENT

All of our landscapes – rural and urban – are part of the historic environment. Established ways of managing them don't always recognise that natural and cultural benefits and outcomes are often interdependent.

ECONOMIC CHANGE

Changes to the economy, whether positive or negative, have an impact on the historic environment and how it is looked after and managed. The historic environment contributes to our economy and can be a source of sustainable growth.

COMMUNITY PARTICIPATION AND EMPOWERMENT

Decisions about the historic environment have an impact on people and communities. Empowering communities and broadening participation improves outcomes for people and for the historic environment.

REGULATORY CHANGE

Changes to a wide range of laws and regulations can affect the management of the historic environment. It can be hard to predict and fully understand the impact of these changes.

SKILLS AND CAPACITY

Good management relies on decision-makers having access to the right skills, expertise and capacity to look after the historic environment and make informed decisions.

CHALLENGES AND OPPORTUNITIES

POLICIES AND PRINCIPLES

The following policies and core principles set out HES's understanding of how the historic environment should be managed and how to apply these principles.

The principles in this document are the fundamental ideas that underpin desirable and positive outcomes for the historic environment. These principles are the basis for the policies outlined here. The policies describe how the principles should be implemented.

UNDERSTANDING AND RECOGNITION: POLICIES AND PRINCIPLES

Policy on understanding and recognition

HEP1

Decisions affecting any part of the historic environment should be informed by an inclusive understanding of its breadth and cultural significance.

Core principles on understanding and recognition

- **Recognising the cultural significance of sites and places supports good decision-making.**
- **A place must be understood in order for its cultural significance to be identified.**
- **A wide range of factors contribute to cultural significance.**
- **Knowledge and information about the historic environment is critical to our understanding of our past, present and future.**
- **The historic environment changes over time, and so does how it is understood and appreciated.**
- **Research, discussion and exchange of ideas can all contribute to our understanding of the historic environment.**
- **Understanding will improve when information is made widely available and everyone has the opportunity to contribute to knowledge of the historic environment.**

How these principles are applied

People have created the character, diversity and distinctiveness of the historic environment over time. It is fundamental to people's sense of belonging; it provides tangible links with the past, helps to define who we are, and shapes our lives today. The qualities an asset or place has and expresses may be rare, finite and vulnerable to change. Sometimes the value of a place becomes apparent only through the process of change.

Decisions affecting the historic environment should be based on careful consideration of cultural significance. This helps to ensure that the historic environment can be appreciated today and passed on with confidence for the future.

To understand a place's cultural significance, we have to understand the place itself. This involves thinking about its physical and material elements – how much of it has survived or how much of it has changed through time, as well as its wider context and setting. Elements of places which may not have a physical presence but which contribute to cultural significance need to be recognised. These intangible qualities include the knowledge and associations people have with a particular place; they might involve elements such as language and poetry, stories and song, and skills and traditions.

Different individuals and groups of people value places in different ways. Understanding this helps us to understand the cultural significance of places for past, present and future generations. Recognising why places are culturally significant helps to fulfil a range of social, environmental and economic needs.

Access to as much information and knowledge as possible is essential for understanding cultural significance. This knowledge should be shared. An inclusive approach takes account of different ways of looking at things and valuing them, and diverse interpretations of our past and heritage.

As a society, we recognise value in many different ways: in records in archives, pieces in museum collections or the legal protection given to some of our most valued historic places. Many other ways of recognising value are part of our everyday lives. We share local knowledge, cultural practices, the language we use and the stories we tell. The diversity of Scotland's rich cultural heritage should be celebrated in all its forms. People should have the opportunity to contribute to our understanding, and influence decision-making for the historic environment.

MANAGING CHANGE: POLICIES AND PRINCIPLES

Policies on managing change

HEP2

Decisions affecting the historic environment should ensure that its understanding and enjoyment as well as its benefits are secured for present and future generations.

HEP3

Plans, programmes, policies and strategies, and the allocation of resources, should be approached in a way that protects and promotes the historic environment.

If detrimental impact on the historic environment is unavoidable, it should be minimised. Steps should be taken to demonstrate that alternatives have been explored, and mitigation measures should be put in place.

HEP4

Changes to specific assets and their context should be managed in a way that protects the historic environment. Opportunities for enhancement should be identified where appropriate.

If detrimental impact on the historic environment is unavoidable, it should be minimised. Steps should be taken to demonstrate that alternatives have been explored, and mitigation measures should be put in place.

Core principles on managing change

- **Some change is inevitable.**
- **Change can be necessary for places to thrive.**
- **Caring for the historic environment benefits everyone, now and in the future.**
- **Good decisions take a long-term view.**
- **Good decisions reflect an understanding of the wider environment.**
- **Good decisions are well-informed, transparent, robust, consistent and proportionate.**
- **Good decisions make sure that nothing is lost without considering its value first and exploring options for avoiding its loss.**
- **To manage the historic environment in a sustainable way, its cultural significance and the cultural significance of elements within it have to be understood.**

How these principles are applied

The historic environment enhances our quality of life and is a hugely valuable social, cultural, economic and environmental resource. It is finite and much of it can't be replaced. Good management maintains the quality of this resource and secures its benefits, making sure that nothing is lost without considering its value and exploring options for avoiding its loss.

Cultural significance should be considered in order to manage change through national and local policies as well as other land use management systems. If a place has cultural significance or has the potential for important new discoveries, decision-makers need to consider this when making decisions. In the planning system, this is called a 'material consideration'.

When decisions are made that affect places of cultural significance, the focus should be on avoiding or minimising adverse impact. Wherever possible, special characteristics and qualities should be protected, conserved or enhanced. Lots of actions can contribute to this, including:

- conservation
- effective maintenance
- restoration and conversion
- land management
- sensitive use of materials
- building techniques and high-quality new design
- creative and informed approaches to new development
- robust and proportionate regulation

These principles apply to the whole of the historic environment. In some cases, sites are given legal protection through formal designations, which can bring more formal obligations. In the case of listed buildings, scheduled monuments and conservation areas, consent is required for many works.

Understanding the development of the environment through time helps to inform management decisions. It offers a longer-term perspective on issues affecting the historic environment – issues like the effect of past climate change and land management. The historic environment has to be managed in a sustainable way so that it can be understood and appreciated, and so that it can benefit present and future generations.

Before decisions are made, their impact should be understood. If there is no way of being confident about what the impact of an action will be, the only way to be certain that there will be no damage is to avoid the action. This is referred to as the precautionary principle.

Sometimes the best actions for the historic environment will not be the best actions for other interests. There will be occasions where decision-makers need to manage conflicting needs. Potential conflicts should be identified and reduced as much as possible.

When decision-makers are considering potential changes, whether as a result of a development proposal or arising from environmental processes, they should use this general approach:

Understand the historic environment

- Understand and analyse the historic environment, context, asset or place.
- Understand the cultural significance of any affected assets or places.

Understand the background for the change

- Identify and understand the nature of and reasons for the change.

Understand the likely impact of proposed actions or decisions

- Assess and predict the likely level of the impact of proposals on the historic environment, context, asset or place.
- Make the level of impact clear so that it can inform decision-making.

Making decisions about impact

- Avoid negative impact where possible.
- Minimise any impact that cannot be avoided.
- Keep intervention to a minimum.
- Ensure changes to a site or place are proportionate to its cultural significance.
- Consider less detrimental alternatives if they can deliver the same objectives.
- Identify opportunities for mitigation throughout, and as early as possible.
- Identify opportunities for furthering our knowledge and understanding where possible.

Monitoring

- Put monitoring measures in place to make sure that any mitigation has been implemented.
- Make sure measures are in place to identify any unforeseen or unintended consequences.
- Monitor the outcome and impact of the decision to provide a sound knowledge base for future policy and decision-making.

WORKING TOGETHER: POLICIES AND PRINCIPLES

Policies on working together

HEP5

Decisions affecting the historic environment should contribute to the sustainable development of communities and places.

HEP6

Decisions affecting the historic environment should be informed by an inclusive understanding of the potential consequences for people and communities. Decision-making processes should be collaborative, open, transparent and easy to understand.

Core principles on working together

- **Everyone has a stake in the historic environment and how it is looked after.**
- **Effective management is a collective effort.**
- **Effective management takes wider interests into account.**
- **Good management empowers and involves communities.**
- **Early dialogue and close collaboration lead to better outcomes.**

How these principles are applied

Changes to our society, climate and economy create significant challenges for the historic environment. Resources need to be managed sustainably to balance competing demands. The different ways communities and individuals place value on the historic environment should be recognised.

Effective management of the historic environment is a shared endeavour involving individuals and organisations who own, use, manage or care about heritage. People should be empowered to use their heritage to develop their communities and places in a sustainable way. We all need to work collaboratively to respond to the challenges and opportunities we are facing, to make sure the outcome is as fair as possible.

When making decisions about the historic environment, different interests need to be taken into account. Decision-makers need to consider the consequences of decisions for a range of people. In doing this, tensions and conflicts can arise. Interrelationships and areas of common ground should be identified to encourage dialogue and collaboration, rather than focusing on competing views.

DELIVERY AND MONITORING

Good decision-making balances current circumstances with long-term aspirations. This is central to the sustainable management of the historic environment. It is a collective responsibility to ensure that we are all striking that balance.

Decision-makers should understand and monitor decisions affecting the historic environment to learn from experience and to improve future decisions. Historic Environment Scotland will monitor this policy in collaboration with other interested parties over a ten-year period until 2029.

SOURCES OF FURTHER INFORMATION AND GUIDANCE

Strategy, policy and procedure

Our Place in Time:
The Historic Environment
Strategy for Scotland

Historic Environment Scotland:
Designation Policy and
Selection Guidance
<https://www.historicenvironment.scot/designation-policy>

Designations application from
[historicenvironment.scot/
designation-application](http://historicenvironment.scot/designation-application)

Historic Environment Scotland:
Scheduled Monument
Consents Policy
<https://www.historicenvironment.scot/smc-policy>

Historic Environment Circular 1:
Process and Procedures
<https://www.historicenvironment.scot/circular>

Scotland's Archaeology Strategy
<http://archaeologystrategy.scot>

Guidance

Managing Change in the Historic
Environment guidance series

Managing Change Demolition of
Listed Buildings
<https://www.historicenvironment.scot/demolition>

Managing Change Use and
Adaptation of Listed Buildings
<https://www.historicenvironment.scot/use-and-adaptation>

HES case studies
<https://www.historicenvironment.scot/adaptation-case-studies>

HES Technical advice notes
(TANs), Short Guides, Inform
Guides, and Practitioners Guides
<https://www.historicenvironment.scot/archives-and-research/publications>

Scottish Government Planning
Advice Note (PAN) 2/2011:
Planning and Archaeology
[www.gov.scot/publications/pan-2-
2011-planning-archaeology](http://www.gov.scot/publications/pan-2-2011-planning-archaeology)

Scottish Government Planning
Advice Note (PAN) 71:
Conservation Area Management
[www.gov.scot/publications/
conservation-management-
planning-advice](http://www.gov.scot/publications/conservation-management-planning-advice)

Online resources

Historic Environment
Scotland website -
[www.historicenvironment.scot/
advice-and-support](http://www.historicenvironment.scot/advice-and-support)

Designation records
and decisions -
[www.portal.
historicenvironment.scot](http://www.portal.historicenvironment.scot)

Canmore: National Record
of the Historic Environment
www.canmore.org.uk



HISTORIC
ENVIRONMENT
SCOTLAND

ÀRAINNEACHD
EACHDRAIDHEIL
ALBA

Historic Environment Scotland
Longmore House, Salisbury Place
Edinburgh EH9 1SH
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**8. HISTORIC ENVIRONMENT SCOTLAND –
MANAGING CHANGE IN THE HISTORIC
ENVIRONMENT GUIDANCE NOTE ON ROOFS**

Roofs



Key Issues

- 1. The roof and associated features of a historic building, or group of historic buildings, form important elements in defining their character. Listed building consent is required for any works affecting the character of a listed building and planning permission may be required in a conservation area.**
- 2. The significance of a historic roof is derived from a number of factors including its age, functional performance, shape and pitch, profile, and the qualities of its supporting structure, covering materials and associated features.**
- 3. In planning works to a roof it is important to understand its contribution to the building's character and to protect the special interest of the building through the re-use of existing historic materials and close matching of new materials.**
- 4. Improvements in the energy conservation of historic roofs can be achieved through insulation and ventilation, without damage to the appearance of the roof.**
- 5. Planning authorities give advice on the requirement for listed building consent, conservation area consent and other permissions.**

1. INTRODUCTION

- 1.1 This is one of a series of guidance notes on managing change in the historic environment for use by planning authorities and other interested parties. The series explains how to apply the policies contained in the *Scottish Historic Environment Policy* (2009) ([SHEP](#), PDF 312K) and *The Scottish Planning Policy* (2010) ([SPP](#), PDF 299K).
- 1.2 This note sets out the principles that apply to altering the roofs of historic buildings. It should inform planning policies and the determination of applications relating to the historic environment, and replaces the equivalent guidance in *The Memorandum of Guidance on Listed Buildings & Conservation Areas* (1998).
- 1.3 Monuments scheduled under the Ancient Monuments & Archaeological Areas Act 1979 require scheduled monument consent for any works. Where a structure is both scheduled and listed, the scheduling controls have precedence. Separate advice is available from Historic Scotland's website: [Scheduled Monuments: Guidance for Owners, Occupiers & Land Managers](#) (PDF 718K).



The rich variety of domes, towers, steeples, gables and chimneys contributes to the character of Glasgow City Centre. © N. Haynes.

2. WHY ARE HISTORIC ROOFS IMPORTANT?

- 2.1 The wide variety of historic roofs reflect variations in local climate and the availability of materials and skills at a particular period in time. The design, use of materials, construction and detailing of roofs make a substantial contribution to the character of any historic building or area. In practical terms, roofs are clearly critical to protecting the structural components and interiors of historic buildings from the weather. Collectively, roofscapes and skylines are often key features of historic cities, towns and villages.

3. IDENTIFYING THE INTEREST OF A HISTORIC ROOF

- 3.1 The interest of a historic roof is derived from a number of factors including its shape or form, structure, covering materials, and associated features. The roof can play an important part in the architectural design of a historic building, and craftsmanship can also contribute to its interest. Traditional roofs were usually constructed by local tradesmen using local materials and techniques. This local distinctiveness is frequently a key element of the interest of the building.
- 3.2 Even within a single building, parts of a roof can have different levels of interest: some parts might be designed as architectural features whilst other parts are hidden in roof valleys or behind parapets.



Regular courses, but random widths of local slate fixed using a double-lap method under stone ridge pieces. Dumfries & Galloway.



The Seatown at Cullen, Moray, showing a wide range of slated and pantiled roofs. The Scots slate here is darker and smaller than the more regular blue Welsh slate. Pantiles were commonly used in Eastern Scotland where cheaper and well-ventilated roofs were needed, but slate was preferred on most houses.



Blackhouse at Arnol, Lewis. Thatching weighted down with stones on ropes.

Form

- 3.3 Historic roofs take an enormous number of forms from simple, practical coverings to flamboyant architectural statements.
- 3.4 Each roof has its own distinctive characteristics of height, shape, pitch and profile. Traditional roof forms were usually influenced by the types and weights of local covering materials and local climatic conditions. Scottish roofs tend to be steep, with slopes of around 40°. Steeper pitches drain water quickly and are less prone to let wind-driven rain or snow into the roof space.
- 3.5 The most common traditional form is a pitched roof with a single ridge running between two gables. M-shaped gables with two ridges and a valley between allowed increased building depth. From the mid 19th century many roofs were designed for picturesque or stylistic effect in many shapes and sizes with overhanging eaves, gabled dormers, turrets or other features. Technological advances and stylistic considerations allowed the construction of large-scale flat roofs from the early 20th century.

Structure

- 3.6 Although not widely visible, structural elements underneath the roof covering contribute to the character and authenticity of a historic roof. Sometimes early structural elements survive where the roof covering itself has been replaced.
- 3.7 Structural elements before the 19th century were usually made of timber (with the exception of stone vaults), but the types of timber, jointing, finishing and arrangement of beams varied depending on the period and nature of the building. New structural use of wrought-iron, cast-iron and mild steel allowed increasingly large spans and forms of roof from the later 19th century.

Covering materials: general

- 3.8 The colour and texture of different roof covering materials make a substantial contribution to the character of a building. Many traditional roofing materials can also develop attractive long-term weathering patterns.

Thatch

- 3.9 From the earliest times covering materials were usually gathered from as close to the site of the building as possible. Turf, heather, straw, reed and other types of thatch were common domestic roofing materials until the end of the 19th century. They are becoming increasingly rare.

Stone and slate

- 3.10 From the mid 17th century to the early 20th century, the use of slates or stone slates or tiles expanded from high-status buildings, such as churches and lairds' houses, to become the principal roofing materials for most building types in Scotland. Local slates predominated until the advent of industrial-scale

West Highland slate production and improved transport methods in the 19th century. Diverse traditions of slate-laying, influenced by the various materials and local conditions, are evident throughout the country. The use of varied sizes of slate on sarking boards allowed for many different shapes of roof and decorative patterns of laying.

Pantiles

- 3.11 Clay pantiles laid on battens were in widespread use from the 17th century, particularly in East Central Scotland. Pantiled roofs are often 'bellcast' (a slight flattening of the roof near the eaves) to prevent lifting by the wind, or they have 3 to 5 courses of slate to protect the wallhead from driving rain or snow.

Metals, felts and glass

- 3.12 Lead was another early roofing material, particularly where flat or shallow areas of roof were required. Industrial production methods in the 19th century were developed for coverings such as copper, corrugated iron, felts, tiles and glass. Many roofing innovations took place in the 20th century, but particular impact was made by the use of reinforced concrete and bituminous sheeting.

Associated features

- 3.13 Associated roof features such as chimneys, dormers, cupolas, rainwater goods, and decorative ceramic, metal and timberwork can also be of significant value to the overall variety and interest of the roofscape.

4. GENERAL PRINCIPLES FOR REPAIRS AND ALTERATIONS

Character and interest of the building

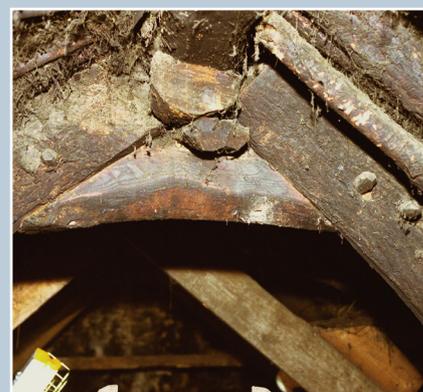
- 4.1 Alterations and repairs to roofs and their associated features should protect the character of the historic building. The contribution of the roof to that character should therefore be understood before considering how to alter the building.
- 4.2 A brief written analysis of the character of the building and the area of change will always be helpful in assessing proposals. The proposed alterations should take account of this analysis in specifying appropriate designs, materials and working methods.
- 4.3 Some areas of a roof will generally be more sensitive to change than others: alterations to subsidiary elevations and roof valleys are likely to have less visual impact on the character of a building. The interest of the underlying roof structure should also be considered.



Clay pantiles and a 'catslide' dormer on a 17th-century house, Falkland, Fife. The roof sweeps up a little towards the eaves. © N. Haynes.



Glazed roof at the Botanic Gardens, Glasgow City. © N. Haynes.



Hand-hewn roofing timbers pegged together in a late 18th- to early 19th-century cottage. Pitlochry, Perth & Kinross.



Graded stone slates, laid in diminishing courses from the bottom to the top of the roof. Associated features include crowstepped gables, a corniced chimney and a decorative dormerhead dated 1694. Elgin, Moray. © N. Haynes.



A traditional iron rooflight set into a West Highland slate roof. The small size, low profile and 'portrait' format are typical characteristics. © N. Haynes.

Repairs

- 4.4 Wherever possible the repair of historic roofs should be carried out in traditional materials to match the existing. Replication of the type, dimensions, pattern and coursing of materials is important to maintaining the character of the roof. The use of slate, lead and other traditional materials not only protects the character and appearance of a building, but with regular maintenance they can also be extremely durable. Associated features, such as rainwater goods and chimneys, should also be repaired or renewed using appropriate traditional materials.

Alterations

- 4.5 New work should normally match the original as closely as possible. The alteration of a roof can create additional space to allow the building as a whole to remain in use and develop with the needs of the occupants. In considering how to alter a roof it is important to understand the impact of the works on the roof itself and the appearance of the building or street as a whole. The potential for cumulative effects of similar developments should also be considered.

Slate

- 4.6 It is recognised that Scottish slate is not currently in production and that second-hand supplies are limited. Where possible, existing slates should be re-dressed and reused. If it is necessary to specify new natural slate, regard should be given to finding the best modern equivalent in terms of colour, thickness, weight and texture of slate. Artificial slate or concrete tiles are not normally acceptable because they rarely match the durability and weathering qualities of natural slate.
- 4.7 If new slate is needed to make up a shortfall, it should be laid in the same way in terms of graded lengths and random widths, and older slates should be consolidated in more conspicuous parts of the roof.

Dormers and rooflights

- 4.8 Early historic dormers should be retained. The addition of new features to principal or prominent roof slopes should generally be avoided. New dormers and rooflights should be appropriately designed and located with care.

Ventilation

- 4.9 Ventilation of roofspaces is essential to avoid a build-up of damp. This can normally be achieved by means of discreet ventilators under the eaves or through redundant chimney flues. Where ventilation is required directly through the roof covering, the ventilators should be minimal in number, carefully selected to fit flush with the surrounding roof covering, and located to minimise their impact. Breathable materials are available for use beneath the final roof covering.

Fixtures and renewable energy developments

- 4.10 New roof fixtures, such as satellite technology, should be located where they will not detract from the appearance of the building. In general, where new fixtures are proposed to be located on a roof, they should be carefully sited to avoid being visible from ground level or breaking the profile of the roof or chimneys. Separate guidance on small-scale renewable energy developments and external fixtures is available in Historic Scotland's *Managing Change in the Historic Environment: Micro-Renewables* guidance note.

Reinstatement

- 4.11 Where a roof has previously been altered, consideration should be given to the reinstatement of traditional materials and original form, particularly where roofs have been badly altered, for example by the addition of concrete tiles that are too heavy for the supporting structure.

Roof extensions

- 4.12 Removal of a historic roof and replacement with an additional storey, or storeys, should only be considered where the existing roof is not of significance to the character of the building, and the new work will form a similarly subsidiary feature. Roof extensions involving the removal of a serviceable historic interior to provide structural support should not be proposed. A roof extension may not fit comfortably where long views are important to the profile of a building. Where streets are narrow, the buildings are tall, and the new work is recessed from the wallhead, the visual impact of a roof extension is likely to be less.

Chimneys

- 4.13 Historic chimneys can make an important contribution to the character of a roof and should be retained. Where repair is required, this should respect the original form and materials. If the structural stability of the chimney is unsound, like for like reconstruction should be encouraged.

5. ENERGY EFFICIENCY

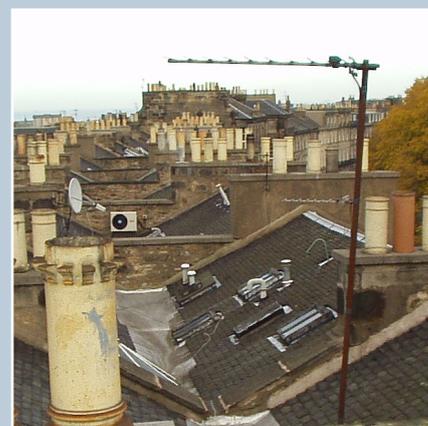
- 5.1 Proper repair and maintenance of historic roofs and associated features using appropriate and compatible materials and construction techniques is generally the most sustainable course of action. Historic Scotland publishes several practical guides and technical advice on maintaining various types of historic roof, details are given at the end of this leaflet.
- 5.2 Energy efficiency can normally be improved significantly without damage to historic character by insulation of the roofspace. However, it is important to retain adequate ventilation to prevent the build-up of moisture in this area.



Badly designed box dormers detract from the classical proportions and elegant detailing of this late 18th-century house.



Sample panel prepared to ensure appropriate grading and random widths in the laying of new slate, with a fire-damaged Perthshire slate from Morgan Academy, Dundee.



Aerials, vents, rooflights, satellite dishes and air conditioning units located in roof valleys to minimise impact.



Solar panels being fixed to a roof at Lauriston Place, Edinburgh. Separate guidance on small-scale renewable energy developments is available in Historic Scotland's 'Managing Change in the Historic Environment: Micro-Renewables' guidance note.

6. CONSENTS

- 6.1 Listed building consent is required for any work to a listed building that affects its character. The local authority determines the need for consent.
- 6.2 Planning permission may be required for works to unlisted buildings in Conservation Areas. Where consent is required, an application is made to the local authority. This should include accurate scale drawings showing both the existing situation and the proposed works in context. It is normally helpful to provide detailed technical information and photographs. A brief description of the interest of the roof and an explanation of the impact of the alterations are always useful in assessing change.

FURTHER INFORMATION AND ADVICE

Details of all individual scheduled monuments, listed buildings, designated gardens and designed landscapes, and designated wrecks can be obtained from Historic Scotland (see contact details below) or at: www.pastmap.org.uk. Details of listed buildings can also be obtained from the relevant local authority for the area.

Advice on the requirement for listed building consent, conservation area consent, building warrants, and other permissions/consents should be sought from local authorities.

Historic Scotland
Longmore House
Salisbury Place
EDINBURGH
EH9 1SH

Tel: 0131 668 8981 or 8717

Fax: 0131 668 8765

E-mail: hs.inspectorate@scotland.gsi.gov.uk

Web: www.historic-scotland.gov.uk

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www.historicscotlandimages.gov.uk

Cover images

Shetland Croft House Museum (circa 1870), Southvoe, Dunrossness, Shetland.
© N. Haynes.

Cullen Seatown, Moray (from 1822).

Later 19th-century baronial villa, City of Edinburgh. © N. Haynes.

Other selected Historic Scotland publications and links

Maintaining your Home – A Short Guide for Homeowners (2007)

Inform Guide: Energy Efficiency in Traditional Homes (2008)

Inform Guide: Repairing Scottish Slate Roofs (2007)

Inform Guide: Pantiles, Maintaining a Pantiled Roof (2007)

Inform Guide: Roofing Leadwork (2008)

Inform Guide: Bituminous Sheet Flat Roofs: Their Repair & Maintenance (2008)

Inform Guide: Care & Maintenance of Corrugated Iron (2008)

Inform Guide: Domestic Chimneys & Flues (2008)

Inform Guide: The Maintenance of Cast-iron Rainwater Goods (2007)

Inform Guide: Finials & Terminals (2008)

Inform Guide: Ventilation in Traditional Houses (2008)

For the full range of Inform Guides, Practitioner Guides, Technical Advice Notes and Research Reports please see the [Publications](#) section of the Historic Scotland website.

**9. DECISION NOTICE DATED 14 MAY 2021 ISSUED
BY HEAD OF REGENERATION & PLANNING**

DECISION NOTICE

Refusal of Planning Permission

Issued under Delegated Powers

**Regeneration and Planning
Municipal Buildings
Clyde Square
Greenock PA15 1LY**

Planning Ref: 21/0080/IC

Online Ref:100381155-001

***TOWN AND COUNTRY PLANNING (SCOTLAND) ACT 1997
TOWN AND COUNTRY PLANNING (DEVELOPMENT MANAGEMENT PROCEDURE)
(SCOTLAND)REGULATIONS 2013***

**Mr John Seggie
Flat 2
17 Union Street
GREENOCK
PA16 8UL**

**Nicholson McShane Architects
Douglas Nicholson
Suite 1-01
Custom House
Custom House Place
GREENOCK
PA15 1EQ**

With reference to your application dated 17th March 2021 for planning permission under the above mentioned Act and Regulation for the following development:-

Proposed new dormer window arrangement to upper floor flat at

Flat 2, 17 Union Street, Greenock

Category of Application - Local Application Development

The INVERCLYDE COUNCIL in exercise of their powers under the abovementioned Act and Regulation hereby refuse planning permission for the said development.

The reasons for the Council's decision are:-

1. The proposed dormer window is uncharacteristic of the Conservation Area, to the detriment of the appearance and character of the listed building and this adverse visual impact is compounded by the position on the front roof plane and the prominent position of the building within the streetscape. The proposal is thus not supported by Policies 28 and 29 of both the 2019 adopted Inverclyde Local Development Plan and the 2021 proposed Inverclyde Local Development Plan.
2. The proposed dormer window cannot be considered to reflect local architecture and urban form and contribute positively to historic places. The proposal fails to have regard to the six qualities of successful places as set out in Figure 3 of both the 2019 adopted Inverclyde Local Development Plan and the 2021 proposed Inverclyde Local Development Plan and is therefore not supported by Policy 1 of both Plans.
3. The unacceptable impact on the character and appearance of the area resulting from the proposed dormer window means that the proposal is not supported by Policy 20 of the 2021 proposed Inverclyde Local Development Plan.
4. The unacceptable impact of the proposed dormer window conflicts with Historic Environment Scotland's guidance which seeks to ensure that new dormers are appropriately designed and located with care.

The reason why the Council made this decision is explained in the attached Report of Handling.

Dated this 14th day of May 2021



Head of Regeneration and Planning

- 1 If the applicant is aggrieved by the decision of the Planning Authority to refuse permission for or approval required by condition in respect of the proposed development, or to grant permission or approval subject to conditions, he may seek a review of the decision within three months beginning with the date of this notice. The request for review shall be addressed to The Head of Legal and Administration, Inverclyde Council, Municipal Buildings, Greenock, PA15 1LY.

- 2 If permission to develop land is refused or granted subject to conditions, and the owner of the land claims that the land has become incapable of reasonably beneficial use in its existing state and cannot be rendered capable of reasonably beneficial use by the carrying out of any development which has been or would be permitted, he may serve on the planning authority a purchase notice requiring the purchase of his interest in the land in accordance with Part 5 of the Town and Country Planning (Scotland) Act 1997

Refused Plans: Can be viewed Online at <http://planning.inverclyde.gov.uk/Online/>

Drawing No:	Version:	Dated:
20035_LP		03.08.2020
20035_D.001	Rev A	03.08.2020

**10. NOTICE OF REVIEW FORM DATED 12 AUGUST
2021 WITH SUPPORTING STATEMENT AND
DESIGN STATEMENT FROM NICHOLSON
MCSHANE ARCHITECTS**

Municipal Buildings Clyde Square Greenock PA15 1LY Tel: 01475 717171 Fax: 01475 712 468 Email: devcont.planning@inverclyde.gov.uk

Applications cannot be validated until all the necessary documentation has been submitted and the required fee has been paid.

Thank you for completing this application form:

ONLINE REFERENCE 100381155-003

The online reference is the unique reference for your online form only. The Planning Authority will allocate an Application Number when your form is validated. Please quote this reference if you need to contact the planning Authority about this application.

Applicant or Agent Details

Are you an applicant or an agent? * (An agent is an architect, consultant or someone else acting on behalf of the applicant in connection with this application)

Applicant Agent

Agent Details

Please enter Agent details

Company/Organisation:	Nicholson McShane Architects		
Ref. Number:		You must enter a Building Name or Number, or both: *	
First Name: *	Douglas	Building Name:	Custom House
Last Name: *	Nicholson	Building Number:	1-01
Telephone Number: *	01475 325025	Address 1 (Street): *	Custom House Place
Extension Number:		Address 2:	
Mobile Number:		Town/City: *	Greenock
Fax Number:		Country: *	Scotland
		Postcode: *	PA15 1EQ
Email Address: *	consents@nicholsonmcshane.co.uk		

Is the applicant an individual or an organisation/corporate entity? *

Individual Organisation/Corporate entity

Applicant Details

Please enter Applicant details

Title:	<input type="text" value="Mr"/>	You must enter a Building Name or Number, or both: *	
Other Title:	<input type="text"/>	Building Name:	<input type="text" value="Flat 2"/>
First Name: *	<input type="text" value="John"/>	Building Number:	<input type="text" value="17"/>
Last Name: *	<input type="text" value="Seggie"/>	Address 1 (Street): *	<input type="text" value="Union Street"/>
Company/Organisation	<input type="text"/>	Address 2:	<input type="text"/>
Telephone Number: *	<input type="text"/>	Town/City: *	<input type="text" value="Greenock"/>
Extension Number:	<input type="text"/>	Country: *	<input type="text" value="Scotland"/>
Mobile Number:	<input type="text"/>	Postcode: *	<input type="text" value="PA16 8UL"/>
Fax Number:	<input type="text"/>		
Email Address: *	<input type="text" value="REDACTED"/>		

Site Address Details

Planning Authority:	<input type="text" value="Inverclyde Council"/>
Full postal address of the site (including postcode where available):	
Address 1:	<input type="text" value="FLAT 2"/>
Address 2:	<input type="text" value="17 UNION STREET"/>
Address 3:	<input type="text"/>
Address 4:	<input type="text"/>
Address 5:	<input type="text"/>
Town/City/Settlement:	<input type="text" value="GREENOCK"/>
Post Code:	<input type="text" value="PA16 8UL"/>

Please identify/describe the location of the site or sites

Northing	<input type="text" value="676641"/>	Easting	<input type="text" value="227324"/>
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Description of Proposal

Please provide a description of your proposal to which your review relates. The description should be the same as given in the application form, or as amended with the agreement of the planning authority: *
(Max 500 characters)

Proposed new dormer window arrangement to upper floor flat

Type of Application

What type of application did you submit to the planning authority? *

- Application for planning permission (including householder application but excluding application to work minerals).
- Application for planning permission in principle.
- Further application.
- Application for approval of matters specified in conditions.

What does your review relate to? *

- Refusal Notice.
- Grant of permission with Conditions imposed.
- No decision reached within the prescribed period (two months after validation date or any agreed extension) – deemed refusal.

Statement of reasons for seeking review

You must state in full, why you are seeking a review of the planning authority's decision (or failure to make a decision). Your statement must set out all matters you consider require to be taken into account in determining your review. If necessary this can be provided as a separate document in the 'Supporting Documents' section: * (Max 500 characters)

Note: you are unlikely to have a further opportunity to add to your statement of appeal at a later date, so it is essential that you produce all of the information you want the decision-maker to take into account.

You should not however raise any new matter which was not before the planning authority at the time it decided your application (or at the time expiry of the period of determination), unless you can demonstrate that the new matter could not have been raised before that time or that it not being raised before that time is a consequence of exceptional circumstances.

Please refer to attached document "Statement of Appeal" and originally submitted documents including "Design Statement".

Have you raised any matters which were not before the appointed officer at the time the Determination on your application was made? *

Yes No

If yes, you should explain in the box below, why you are raising the new matter, why it was not raised with the appointed officer before your application was determined and why you consider it should be considered in your review: * (Max 500 characters)

Please provide a list of all supporting documents, materials and evidence which you wish to submit with your notice of review and intend to rely on in support of your review. You can attach these documents electronically later in the process: * (Max 500 characters)

20035 Statement of Appeal; 20035 Design Statement; 20035_D.001 revision A.

Application Details

Please provide the application reference no. given to you by your planning authority for your previous application.

21/0080/IC

What date was the application submitted to the planning authority? *

17/03/2021

What date was the decision issued by the planning authority? *

14/05/2021

Review Procedure

The Local Review Body will decide on the procedure to be used to determine your review and may at any time during the review process require that further information or representations be made to enable them to determine the review. Further information may be required by one or a combination of procedures, such as: written submissions; the holding of one or more hearing sessions and/or inspecting the land which is the subject of the review case.

Can this review continue to a conclusion, in your opinion, based on a review of the relevant information provided by yourself and other parties only, without any further procedures? For example, written submission, hearing session, site inspection. *

Yes No

In the event that the Local Review Body appointed to consider your application decides to inspect the site, in your opinion:

Can the site be clearly seen from a road or public land? *

Yes No

Is it possible for the site to be accessed safely and without barriers to entry? *

Yes No

Checklist – Application for Notice of Review

Please complete the following checklist to make sure you have provided all the necessary information in support of your appeal. Failure to submit all this information may result in your appeal being deemed invalid.

Have you provided the name and address of the applicant?. *

Yes No

Have you provided the date and reference number of the application which is the subject of this review? *

Yes No

If you are the agent, acting on behalf of the applicant, have you provided details of your name and address and indicated whether any notice or correspondence required in connection with the review should be sent to you or the applicant? *

Yes No N/A

Have you provided a statement setting out your reasons for requiring a review and by what procedure (or combination of procedures) you wish the review to be conducted? *

Yes No

Note: You must state, in full, why you are seeking a review on your application. Your statement must set out all matters you consider require to be taken into account in determining your review. You may not have a further opportunity to add to your statement of review at a later date. It is therefore essential that you submit with your notice of review, all necessary information and evidence that you rely on and wish the Local Review Body to consider as part of your review.

Please attach a copy of all documents, material and evidence which you intend to rely on (e.g. plans and Drawings) which are now the subject of this review *

Yes No

Note: Where the review relates to a further application e.g. renewal of planning permission or modification, variation or removal of a planning condition or where it relates to an application for approval of matters specified in conditions, it is advisable to provide the application reference number, approved plans and decision notice (if any) from the earlier consent.

Declare – Notice of Review

I/We the applicant/agent certify that this is an application for review on the grounds stated.

Declaration Name: Mr Douglas Nicholson

Declaration Date: 12/08/2021



Statement of Appeal

Refusal of Planning Application 21/0080/IC

Flat 2, 17 Union Street, Greenock, PA16 8UL



Description of Proposal

The property at 17 Union Street / 32 Ardgowan Square is a C Listed 3 storey plus attic sandstone tenemental property dating from the early 19th Century. The top floor and attic of the property form a maisonette accessed by means of a turnpike stair to the rear of the property.

In common with many buildings of this era, the accommodation although spacious and solidly built comes with several compromises, the most significant of which are the relative lack of natural light and inflexibility of layout.

The applicant wishes to construct a modest (2.9m long x 2.0m high) central dormer on the front roof slope facing Ardgowan Square. This dormer, into a circulation space, will allow natural light into the

main circulation. It will allow part of the circulation space to be used as a small home office. The upper floor layout of the maisonette precludes the dormer being on the rear roof slope.

The dormer design incorporates traditional detailing and traditional window proportions and is designed to be as inconspicuous as possible; indeed in many respects the design reflects that of several neighbouring dormers on historic properties. The sole nod to contemporary design is the folding screen frontage to the dormer which is likely to be opened infrequently.

Reasons for Refusal

Although the Planning Decision Notice lists four reasons for refusal of the application, these can be summarised as follows:

- The department considers the visual impact of the proposed dormer to be uncharacteristic of the Conservation Area thus negatively affecting its character.
- The department's opinion is that the dormer is unduly prominent on the roof and thus unduly prominent within the streetscape.
- The department considers that the proposal falls foul of Historic Environment Scotland's guidance which seeks to ensure that new dormers are designed and positioned with care.

Contraventions are noted of various policies and guidance documents, as follows:

- Policies 1, 20, 28 and 29 of the adopted Local Development Plan.
- The Council's Planning Application Advice Note 6.
- Scottish Environment Scotland's guidance, consisting of HES's Historic Environment Policy for Scotland (HEPS) and the document "Managing Change in the Historic Environment".

Analysis of Reasons for Refusal

Policy 1 - Creating Successful Places.

We believe that the modesty and inconspicuous nature of the proposal will have no effect whatsoever on Greenock's West End Conservation Area as a successful and significant place. Although the dormer will be partly visible from Union Street and Ardgowan Square (refer to images), its low level of prominence will, we believe, lead to it being hardly noticed in the context of the surrounding streetscape.

Policy 20 - Residential Areas.

We contend that the dormer will result in no loss of amenity to any party and that it will be consistent with the aims of the policy in dealing with the Conservation Area sympathetically.

Policy 28 - Conservation Areas.

We believe that, both in principle and in detailed design, the dormer will not adversely affect the character of the Conservation Area and will in fact contribute positively by increasing the quality for this building as a living environment.

Policy 29 Listed Buildings.

We would argue that the applicant is striving to maintain this building in beneficial use and that the proposed dormer will do nothing to diminish the standing of the listed building or its architectural merit. Indeed the building was regraded from a B listing to a C(S) listing in 2006 reflecting its relative lack of importance at a national level. Several years ago the building was the subject of major maintenance and repair works demonstrating an historic commitment to the building fabric.

PAAN 6.

We contend that the proposed dormer complies with the requirements of PAAN 6 in its design, detailing and scale. The fact that the policy expresses a preference for dormers to be positioned on the rear roof slope does not preclude front facing dormers and, as described above, the internal layout prevents a rear facing dormer.

HES Policies and Guidance.

Key Message 4 of Historic Environment Scotland's document "Managing Change in the Historic Environment" states the following:

For a building to stay in use over the long term, change will be necessary. This reflects changes over time in how we use our buildings and what we expect of them... ..Proposals that keep buildings in use, or bring them back into use, should be supported as long as they do the least possible harm".

We believe that the proposed dormer fully accords with this aim and with the detailed policies in the document.

Further Comments in Report of Handling

The Report of Handling considers our Design Statement representation that there are numerous examples of dormers in the Conservation Area and to listed buildings of similar types, scales and positions to our dormer and that these form part of the variety and vibrancy of the Conservation Area. We believe that the Report of Handling's dismissal of these examples as "not comparable with the current proposal" is irrelevant and mistaken.

The Proposal in Context

The dormer will be located 3 storeys above ground level in a busy streetscape with a variety of building styles, heights, materials and designs. As pointed out in our original Design Statement, several of the neighbouring buildings located within the Conservation Area have centrally positioned dormers. It is debatable whether, in this context, the proposed dormer would be noticeable but it is certain that it

would not form a prominent part of the streetscape. It's reinforcement of the symmetry of the listed facade (in removing an asymmetrical roof window and replacing it with a symmetrical dormer) will be completely in keeping with surrounding buildings and it's modest detailing will be consistent with its age and period.

Notwithstanding this, the roof of the building is visible only from a limited number of viewpoints. Specifically, long views along Union Street are restricted by the treescape of Ardgowan Square. Views from Patrick Street will reveal the cheeks of the dormer and views "head on" are not possible due to trees.

In essence, we believe that in refusing our application for Planning Permission, Planning has overreacted to the relatively modest effects of the dormer in the streetscape and has ignored the positive effects it will have. Furthermore, we believe that any application of pragmatism and common sense will confirm that this is the case. We therefore appeal the refusal of Planning Permission herewith.

NMA. 09 August 2021



Views from Union Street, Patrick Street and Ardgowan Square

In 1841 Sir Michael Shaw Stewart granted land at Ardgowan Square to a committee of local residents to promote the activities of bowling, curling and quoiting. This followed the town council's earlier decision in 1818 to commission David Reid to plan a new town from the West Burn to the Battery resulting in the formation of a grid of wide straight streets now known as Greenock's West End.

Many of the original properties built to enclose Ardgowan Square were constructed between 1800 - 1886 and, with the exception of the Tontine Hotel (No. 5 Ardgowan Square), most of these are B & C Listed. In many cases the original function of these buildings as grand houses have been changed to other purposes such as a hotel, offices, social club, private school and residential accommodation.

Following this period to present day other buildings were constructed to infill the remaining gap sites. These include the Ardgowan Square Evangelical Church at 25 Ardgowan Square, a new block of 3-storey flats at 17 Ardgowan Square and a single storey office unit on the the corner of Ardgowan Square & 19A Union Street and a single-storey extension to 8 Ardgowan Square. In addition to this, a bowling club house was also built within the square's open space in 1926.

All of these buildings, inclusive of their later external alterations, reflect the different architectural styles and features typical of their time. The rich mix of architectural styles, heights, massing and external materials provides a legacy of the square's development over the last 220 years.

Examples of this rich mixture are as follows (Refer to Appendix 1 for more detailed information):

- A. The buildings enclosing and within the square are a mixture of one, two and three storey in height.
- B. The external wall materials vary considerably from blond, grey, yellow, red & painted sandstone to white painted roughcast.
- C. The window styles of the buildings' main facades are a mixture of traditional sash & case, centre pivot, tilt & turn, top hung and casement. Some are fitted with architraves others aren't. Some windows are constructed in timber and others in upvc.
- D. The external materials used on roofs are a variety of grey slates, green slates and concrete roof tiles. Roof ridges have been finished in lead, aluminium, concrete and terracotta.
- E. Some dormer windows are part of the original construction and others form part of a later attic development. They are a mixture of bay windowed & slate-roofed dormers and flat-roofed rectangular dormers. Both types display the same variety of window styles and materials used on the previously mentioned main facades.

In support of the application we would make the following observations and comments:

The dormer style proposed is already evident in Ardgowan Square at Nos. 3-4, 14-15 and 23-24. The dormers at these addresses are very similar in style and architectural detailing to what is proposed (refer to the photographs of these properties in Appendix 1 for more information).

The middle velux roof window of the application property is currently off-centre (refer to the photographs of the property in Appendix 1 for more information). The proposed dormer will be aligned & centred above the listed ground floor pilastered doorpiece which will greatly improve the symmetry of the main facade.

The design of the proposed dormer has also been amended to incorporate architraves to the windows and reflect some of the detailing of the ground floor pilastered doorpiece.

The form and style of the dormer comply with Inverclyde Council's Planning Application Advice Note no.6; the location on the front roof slope is necessitated by the layout of the flat.

Our client is merely asking you to approve a proposed dormer whose size, style and detailing is evident at the previously mentioned addresses.

APPENDIX 1

1 Ardgowan Square, Mansion House (1886). B Listed.

2-storey and basement ashlar, late Scots 17th century mansion with peined roof, quoins, centre semicircular pediment, asymmetrically placed doorpiece and small circular corbelled tower.



2 Ardgowan Square (post 1825). C listed.

2-storey and basement 3 window ashlar pilastered doorpiece. Early 19th century.



3 & 4 Ardgowan Square (post 1825). C Listed

2-storey basement and attic: formerly semi-detached, one doorway removed, surviving doorpiece pilastered. Early 19th century.



5 Ardgowan Square, Tontine Hotel (1803). A Listed.

3-storey basement and attic, 5-window frontage with 3-bay pediment, fine ashlar: single storey wings linked by quadrants. Porch extended and glazed circa 1900.



19A Union Street, Greenock (mid 1960's). Not Listed.

8 Ardgowan Square (early 1900's). Not Listed.

9 Ardgowan Square (post 1825.) C Listed.

2-storey 3-window ashlar; R-Doric columns to doorpiece. Early 19th century.
Ground floor extension mid-1960's.





11 Ardgowan Square (early 1900's). Not Listed.
14 & 15 Ardgowan Square (early 1900's). Not Listed.

16 Ardgowan Square / 11 Robertson Street (post 1825). B Listed
2-storey and basement, 3-window ashlar; fluted Greco-Roman columns to doorpiece.



17 Ardgowan Square (mid-1960's). Not Listed.

19 Ardgowan Square gap site. Formerly occupied by a C Listed detached villa.





21 Ardgowan Square (early 1900's). Not Listed.
22 Ardgowan Square (early 1900's). Not Listed.

23 & 24 Ardgowan Square (post 1825). B Listed.

2-storey basement and attic, 3-window elevation with round headed centre 1st; fluted R-Doric columns to doorpiece. Early 19th century.



Ardgowan Square Evangelical Church 25 Ardgowan Square (1977). Not Listed.

26, 27 & 28 Ardgowan Square (post 1825.)B Listed.
3-storey astylar classic with R-Doric pilaster doorpeice Early 19th century.



29, 30 & 30A Ardgowan Square (post 1825). C Listed.
2-storey 3-window painted ashlar. Ionic column doorpiece. Early 19th century.



Cedar School of Excellence (1865). B Listed.

2-storey 5-window Italian with tall 1st floor: ashlar: quoins and groundfloor window surrounds vermiculated: square column porch with half vermiculation. Single storey side wing with bay window.



32 Ardgowan Square / 17 Union Street (pre 1818). C Listed.
3-storey 3-window ashlar: pilastered doorpiece.



Ardgowan Bowling & Tennis Club (1926). C Listed.

Single storey, 8-bay, largely symmetrical, Arts and Crafts bowling and tennis pavilion with verandah and distinctive hexagonal corner bays. Concrete render; raised cills. Deep overhanging eaves with exposed rafters. Some tri- and bipartite window openings.



**11. SUGGESTED CONDITIONS SHOULD PLANNING
PERMISSION BE GRANTED ON REVIEW**

Proposed new dormer window arrangement to upper floor flat (21/0080/IC)

Flat 2, 17 Union Street, Greenock

Suggested conditions should planning permission be granted on review

Conditions

1. That the development to which this permission relates must be begun within three years from the date of this permission.
2. That prior to the commencement of works on site, full details of all external materials including balustrade (inclusive of samples where required) shall be submitted to and approved in writing by the Planning Authority. Works shall then proceed as approved unless an alternative is otherwise first agreed in writing by the Planning Authority.

Reasons

1. To comply with Section 58 of the Town and Country Planning (Scotland) Act 1997 as amended.
2. To ensure the external materials are appropriate in the interests of the visual appearance of the building within the Conservation Area.