Planning Committee

10.00am, Thursday, 2 March 2017

Review of Edinburgh Design Guidance for consultation

Item number	6.3
Report number	
Executive/routine	Executive
Wards	All

Executive Summary

A review of three complimentary Council guidance documents: Edinburgh Design Guidance, Edinburgh Street Design Guidance, and Parking Standards for Development Management has identified opportunities to better achieve synergy and placemaking outcomes.

Issues and opportunities were determined via engagement with a broad range of officers from across the Planning and Transport service during 2016, as well as through members of both the Planning and Transport and Environment Committees. Approval is sought to consult externally on this draft revised guidance.

Links

Coalition Pledges	P40, P44, P50
Council Priorities	CP2, CP4, CP9, CP11, CP12
Single Outcome Agreement	SO2, SO4

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Report

Review of Edinburgh Design Guidance for consultation

1. Recommendations

1.1 It is recommended that the Planning Committee:

1.1.1 approves the draft revised Edinburgh Design Guidance for consultation purposes;

1.1.2 approves the specific consultation approach proposed with regards to the Edinburgh Street Design Guidance; and

1.1.3 refers the draft revised Edinburgh Design Guidance to the Transport and Environment Committee for information.

2. Background

2.1 The Scottish Planning Policy 2014, states that Planning's purpose is to create better places and Planning should take every opportunity to create high quality places by taking a design-led approach. This directly links the idea of placemaking with a good design. The Edinburgh Design Guidance is the Council's key policy document which addresses design.

2.2 The Edinburgh Design Guidance (the Guidance) was approved by Committee in May 2013, as a consolidation of 13 design related planning guidelines which set out the Council's expectations for the design of new developments in Edinburgh.

2.3 On 25 February 2016 Committee agreed, as part of the Annual Review of Guidance, that a review of the Guidance should occur in light of changes to national policy and guidance on Placemaking (2014) and Low Emissions (2015), and to local policy including the Local Development Plan (2016). The transformation programme of the Council, which has created a new 'Place' Directorate, and integrated Planning and Transport services presents a significant opportunity for rationalising and aligning the Guidance to further the objectives of placemaking.

2.4 There are three interlinked guidance documents in existence providing advice to developers on Planning and Transport matters: the Guidance, the Edinburgh Street Design Guidance (ESDG), and Parking Standards for Development Management (Parking Standards). These guidance documents are disparate, and are not effectively aligned towards collectively achieving the outcome of creating better places. The review therefore sets out to achieve synergy between the guidance documents in the context of the overarching placemaking agenda.

3. Main Report

3.1 The specific areas to be considered as part of a review and update of the Guidance, included:

- integrating the Council's Parking Standards for Development Management (Parking Standards) – key to determining car parking allocations associated with new developments;
- advice relating to Build to Rent housing;
- energy building standards introduced in late 2015; and
- the key views section to reflect the Forth Bridge World Heritage Site designation.

3.2 The first stage of the review was to determine issues, and ascertain improvement opportunities. This was achieved through engagement with officers from across the Planning and Transport service, the Edinburgh Urban Design Panel, members of Planning and Transport and Environment Committees in a joint workshop, the Transport Forum, and the creation of working groups to explore issues in greater depth (further detailed in 'Consultation and engagement' section of this report).

Edinburgh Design Guidance

3.3 Engagement identified that the Guidance was viewed upon positively as it:

- helps to interpret design related planning policies in LDP;
- explains key ideas to be considered during the design process;
- is a visual document that gives examples of good quality urban design;
- is structured well for ease of use (overarching aims, individual principles supported by text and illustrative examples, and technical guidance pages);
- does not require to be read from front to back, offering guidance on specific topics.

3.4 The Guidance therefore was not in need of an overhaul as it is seen as an effective aid to good design. Opportunities to strengthen the Guidance, however, were identified through the engagement process and the proposed changes are summarised in Appendix 1. These include:

- greater emphasis on placemaking;
- integration and simplification of the Parking Standards which are viewed as overly complex;
- process improvements, with regards to management and officers, as well as developers;
- content updates covering the water environment, the Forth Bridge World Heritage Site, and the various sections summarised in Appendix 1; and

- new content covering Parking Standards, Build to Rent housing, energy standards, and environmental protection (the proposed draft is contained in Appendix 2).

Proposed revisions/additions

3.5 A new section addresses recent innovations in the Private Rented Sector (PRS), and the emergence of purpose built housing for rent, also referred to as Built to Rent (BTR). The proposed addition to the Guidance, drawn from recent experiences in Scotland and England, acknowledges the different design characteristics of BTR housing, and the role that BTR development can have in expanding the range and choice of housing within Edinburgh. The Guidance emphasises that in other regards BTR developments will be treated the same as mainstream housing, therefore relevant policies and guidance will apply including requirements for parking and affordable housing.

3.6 In terms of design, the Guidance accepts that a level of flexibility against floorspace standards and the percentage of single aspect units may be applied in certain circumstances where evidence of the quality of the accommodation, and particularly the provision of shared facilities, justifies an exception. Any deviations from the Council's standards will require to be fully justified on a case by case basis.

3.7 Guidance for the Protection of Key Views, approved by Committee in June 2008, set out to protect key views across the city, notably into and across the Old and New Towns of Edinburgh World Heritage Site. The Forth Bridge was added to the list of the UK's world heritage sites in July 2014, and requires similar guidance. A limited number of views to the Forth Bridge have been identified and have therefore been added to the list of protected views. Similarly, key views from West Lothian and Fife are being protected by the respective local authorities.

3.8 In addition, there have been notable recent changes with regards to the water environment, including national guidance covering Sustainable Urban Drainage Systems (SUDS), and changes in maintenance responsibilities for SUDS, with future maintenance requirements for above ground SUDS features understood to be moving from Scottish Water to the Council. The Guidance has therefore been made more robust in anticipation of this.

3.9 With the publication of the Cleaner Air for Scotland Strategy in 2015, and progress with Noise Management Areas within the City, a new Environmental Protection section relating to good design principles is proposed to help minimise air and noise pollution and their associated effects. This new section covers, amongst other aspects, the design of new developments to minimise public exposure to pollution sources (e.g. locating buffer zones between busy roads and residential facades), and pollution mitigation measures including the design and development of electric vehicle charging points, and the provision of, and access to, city car club vehicles as part of new developments.

Edinburgh Street Design Guidance (ESDG)

3.10 The ESDG provides consolidated guidance on the design of projects that maintain, alter or construct streets (including urban paths) in Edinburgh, by adopting a design approach focused on placemaking and sustainable forms of transport.

3.11 The ESDG serves to ensure that new development proposals comply with planning policy objectives, while also ensuring the Council's responsibilities under roads and transport legislation including the delivery of public realm comply with government policy. For this reason, the ESDG was approved by Transport and Environment Committee on 25 August 2015 and Committee on 1 October 2015.

3.12 During the development of the original Edinburgh Design Guidance (during 2012/13), a recommendation was that the Guidance, and the (then) Streetscape Design Guidance should be a single document, based on the view that relevant issues are closely related. It was determined at the time, however, that due to the latter being a substantial document (with considerable technical detail) governing a wide range of activities, many of which fall out-with the planning process, that these be published (and therefore governed) separately.

3.13 In light of the placemaking agenda and the outcome focused approach of the Council's transformation, as well as the design oriented focus of the ESDG, there is clear value in bringing together the ESDG and the Guidance since new developments and their associated street environments have critical dependencies which collectively contribute to the creation of high quality places for the people of Edinburgh.

3.14 It is therefore proposed that the ESDG should be aligned to the Guidance to ensure a greater emphasis on placemaking. Due, however, to the relatively recent consultation and approvals process that the ESDG has been subject to, it is proposed that rather than re-consulting on the ESDG that instead the approved ESDG is merged into the finalised version of the Guidance later this year (pending approvals and post-consultation). This alignment is envisaged as taking the form of a new 'Streets' chapter, within a wider holistic Design Guidance package for Edinburgh, which has at its core placemaking objectives.

Parking Standards for Development Management (Parking Standards)

3.15 The Council's current Parking Standards, approved by Committee in December 2009, are a tool for managing the levels of traffic associated with new development. These Parking Standards are based on a series of tables, with accompanying notes, which specify maximum and, usually, minimum parking levels for a range of development types within different geographical zones (10 in total). The tables also indicate parking levels for cycle parking, motorcycle parking and parking for disabled persons.

3.16 The zones and parking requirements in the Parking Standards are aligned to levels of public transport accessibility. Standards for zones with good public transport accessibility require comparatively less car parking whilst those for zones which are less accessible require more car parking.

3.17 As the Parking Standards were developed over seven years ago, they would benefit from a review to:

- build on experience ascertained through their use in practice;
- respond to National Policy developments that have arisen since this time;
- consider the relationship of the standards with public transport accessibility;
- consider best practice elsewhere; and
- reflect on the increased priority given to cycling in Edinburgh, and also in the advent and growth of electric vehicles.

3.18 A multi-disciplinary working group was established to explore the issues and opportunities identified through the wider engagement set-out at the start of this report, and in 'Consultation and engagement'. The issues identified with the use of the Parking Standards primarily concern:

- validity and ease of use issues associated with the existing geographical zone classification;
- 10 geographical zones cause confusion when assessing different developments;
- 17 data tables including multiple parking standard values and numerous caveats;
- inconsistent use of Maximum and Minimum Standards across development types;
- tables not aligned to Planning Use Classes, providing challenges in enforceability;
- no clear relationship with Public Transport Accessibility Levels (PTAL); and
- no clear alignment with the current Controlled Parking Zones.

Proposed revisions/additions

3.19 The main changes to proposed Parking Standards are:

- removal of all car parking minimums;
- provide a car parking maximum for each type of development;
- align standards to public transport accessibility levels, Controlled Parking Zones, and strategic development areas;
- fewer parking zones (see Appendix 3 Zone Map, and Appendix 4 Proposed Changes) by rationalising the old zone system, whilst retaining a tiered approach;
- new Zone 1 is an expansion of the old central area zone (Zone 1 has the highest public transport accessibility levels - PTAL) and encompasses the old zone 2;
- new Zone 2 is areas of the city with mid-to-high PTAL, which fall within a Controlled Parking Zone, or which are an existing or proposed strategic development area;
- Zone 3 is all other areas (those with low public transport accessibility levels);
- the removal of the previous 'Proposed public transport corridors' zone(3b)/ standards due to uncertainties associated with the potential tram extension; and

- the removal of the previous ‘Leith Docks Major Growth area’ zone(5a)/standards due to the scaling back of Edinburgh Waterfront development proposals associated with slower economic conditions. Edinburgh Waterfront will therefore have the same standards as the other development zones (new Zone 2).
- Parking Standards aligned to Planning Use Classes: 9 data tables (Appendix 5);
- other substantial developments to be determined by a Transport Assessment (TA), with smaller developments (not requiring a TA) to provide supporting transport information i.e. trip rates, local accessibility, availability of on and off-street parking;
- introducing Electric Vehicle provision in response to legislative change, with provision typically counted as part of the maximum car parking allocation;
- a Housing Use Class that also combines standards for flats & LA Housing, with the latter seeing its standards aligned with those for other housing types; and
- where a maximum range was previously provided, an average is instead provided.

3.20 The proposed update would continue to provide a minimum provision for cycles, motorcycles, and disabled motorists, as is achieved through the existing Parking Standards, without curtailing the level provided by each type development. In some instances, the minimum requirement for disabled motorist provision has increased, reflective of British Standards BS8300:2009 (Changing Places), which provides guidance on good practice for the design of new buildings and their approaches to meet the needs of disabled people.

3.21 The existing standards have therefore been rationalised, and incorporated into a new section of the Guidance. This states that the need for car parking should be set against opportunities to support other modes of travel, including maximising access to public transport, while going on to emphasise that where car parking is needed, its visual impact can be significantly reduced if strategies are design-led and place specific. Guidance and diagrams are provided on creating successful parking strategies which comprise a range of parking solutions that are convenient, efficient and well integrated within a high quality public realm. The use of Car Club initiatives and the provision of electric vehicle charging points is also encouraged.

3.22 While the section clearly sets out maximum parking standards for all developments, as a means of helping to create better places by restricting excessive quantities of parking, it also urges caution in less accessible locations and confirms that parking should not be reduced to a level which would have detrimental impacts on surrounding streets.

4. Measures of success

4.1 Measures of success will include:

- effective public consultation;
- rationalisation of non-statutory guidance;

- planning guidance is kept up-to-date and relevant, and ensures that a high quality of development is delivered through the planning application process;
- planning guidance is easier to understand for applicants and other stakeholders; and
- adoption of the Finalised Edinburgh Design Guidance.

5. Financial impact

5.1 The draft Guidance involves no additional financial commitment, with the costs of publishing any updated guidance being met from existing budgets.

6. Risk, policy, compliance and governance impact

6.1 This report does not raise any concern in relation to risk, policy, compliance and governance. As this report is seeking approval to consult, issues or risks should become more clearly understood through the stakeholder engagement process.

7. Equalities impact

7.1 The impact of this report in relation to the Public Sector Equalities Duty and the ten key areas of rights has been considered. The report has no predicted negative impacts on the delivery of the Council's three equality duties.

7.2 The Guidance aims to raise the quality of the built environment in Edinburgh by enhancing accessibility and promoting the protection of the built and natural environment for future generations.

7.3 The guidance helps to enhance rights to health by supporting the creation of attractive urban environments with access to good quality private and public green space, and sustainable modes of transport. The guidance helps to enhance rights to a good standard of living, including rights to individual, family and social life through supporting the creation of attractive mixed use urban environments with a mix of housing types that are well designed and have reasonable levels of daylight and sunlight.

7.4 The guidance is primarily concerned with the physical environment. In this regard, the protected characteristics which are most impacted by the guidance are Age and Disability. It has the potential to impact positively on these protected characteristics by promoting adaptable housing and tenures to meet their varying needs, as well as better use of materials, layouts and legibility of public streets and spaces. The guidance has the potential to impact positively to reduce socio-economic disadvantage by promoting accessibility, provision of open space and affordable housing. The guidance helps to reduce living costs through reduced energy demands. The guidance also aims to improve personal security by ensuring natural surveillance in all new developments.

8. Sustainability impact

8.1 The impacts of this report in relation to the three elements of the Climate Change (Scotland) Act 2009 Public Bodies Duties have been considered, and the outcomes are summarised below:

- The updated Guidance will help to reduce carbon emissions and other air borne pollutants (i.e. Nitrogen Dioxide) by setting a cap on parking numbers across the city, encouraging developers to provide electric vehicle charging infrastructure and car club spaces, and also through the provision of guidance covering air quality considerations as part of the building design process. The guidance also reflects updates to the recent 'Open Space 2021' strategy to improve the green network for walking and cycling, encouraging use of green space for food growing and by reaffirming quality standards that include environmentally sustainable management practices;
- The proposals in this report will increase the city's resilience to climate change impacts through the through the use of natural materials and sources that are local to the area, and protection of existing green space and planning of new provision as the city grows, helping to conserve soils, wildlife habitats, increase tree and woodland cover and to intercept and absorb rainfall;
- The proposals in this report will help achieve a sustainable Edinburgh by improving access to quality green space for all, reflecting a range of recreational needs that contribute to wellbeing, providing inclusive places to meet and participate in socially cohesive activities involving local decision making. In addition, improvements to streets and places are recognised as being critical to economic wellbeing; and
- The proposals in this report will assist in improving social justice by improving places to cater for all users and increasing accessibility for all.

9. Consultation and engagement

9.1 The preparation of the draft Guidance was informed by input and updates from officers across the Planning and Transport Service through two structured workshops, one-to-one meetings, and the multi-disciplinary working groups exploring parking standards (involving staff experienced in parking, policy, cycling, design and development management), and landscape (officers with expertise in landscape architecture, biodiversity and open space) aspects. The aim of all approaches was to determine issues with the guidance (including Parking Standards and Street Guidance) and opportunities for improvement and alignment.

9.2 Presentations were given to, and advice received from, the Edinburgh Urban Design Panel (26 October 2016 - Appendix 5) and the Transport Forum (12 January 2017). A workshop was also provided to members of both Planning Committee and Transport and Environment Committee (10 November 2016). The World Heritage Management Plan Review exercise identified design issues emerging through its citywide consultation process (which received over 500 responses) and has been used to inform the review of Guidance.

9.3 The guidance has therefore been the subject of informal consultation in advance of bringing it to Committee. This process enabled refinements to be made to the structure and content of the draft guidance based on an understanding of the needs of users.

9.4 Following approval by Committee, the draft Guidance will be subject to an eight week online consultation via the Council's Consultation Hub and will be promoted through a wide range of networks with an interest in urban design, transport planning, development management, and open space. This approach, as well as more conventional means such as emails and letter, will enable the public to comment on the Guidance.

9.5 During the consultation period, a weblink to the draft guidance will be sent to architects, landscape architects, developers, agents, residents' groups, amenity bodies and community councils. It is also intended to have a number of external stakeholder workshops involving the stakeholder groups to explore some of the key changes proposed through the draft guidance, for example, focusing on new parking standards, and how design of car parking has a key role to play in creating better places. Workshops will help raise awareness, while ensuring feedback from these important user groups, as the success of the guidance will depend upon the extent to which the users have confidence in it.

9.6 The comments received during the consultation process will be taken into account in finalising the guidance, and is anticipated to be finalised within three committee cycles.

10. Background reading/external references

Relevant Committee Reports:

1. Parking Standards – Finalised for Approval, Report to Planning Committee (3 December 2009)
2. Edinburgh Design Guidance, Report to Planning Committee (4 October 2012)
3. Edinburgh Design Guidance, Report to Planning Committee (16 May 2013)
4. Edinburgh Street Design Guidance - Draft for Consultation, Report to Transport and Environment Committee (18 March 2014)
5. Edinburgh Street Design Guidance - FINAL, Report to Transport and Environment Committee (25 August 2015)
6. Annual Review of Guidance, Report to Planning Committee (25 February 2016)

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11. Links

Coalition Pledges	**P40** - Work with Edinburgh World Heritage Trust and other stakeholders to conserve the city's built heritage **P44** - Prioritise keeping our streets clean and attractive **P50** - Meet greenhouse gas targets, including the national target of 42% by 2020
Council Priorities	**CP2** - Improved health and wellbeing: reduced inequalities **CP4** - Safe and empowered communities **CP9** - An attractive city **CP11**- An accessible connected city **CP12** - A built environment to match our ambition
Single Outcome Agreement	**SO2** - Edinburgh's citizens experience improved health and wellbeing, with reduced inequalities in health **SO4** - Edinburgh's communities are safer and have improved physical and social fabric
Appendices	Appendix 1 Edinburgh Design Guidance Section Updates Appendix 2 Draft Edinburgh Design Guidance Update Appendix 3 Map of Proposed New Parking Zones Appendix 4 Proposed Changes to Parking Standard Zones Appendix 5 Proposed New Parking Standards Appendix 6 Edinburgh Urban Design Panel Report

Appendix 1 - Edinburgh Design Guidance Section Updates

Introduction updated to reflect placemaking, and the integration of buildings, landscaping and streets as part of the overall design guidance package.
Section 1 – Context, placemaking, and design (new section title)
Emphasis placed on site surveys and analysis, information requirements, and visual assessments as part of the landscape and townscape appraisal process
Forth Bridge World Heritage site update to the ‘City skyline and protected views’ section
Further clarity given regarding the requirements for Landscape Assessments, Design/Design and Access Statements, and Environmental Impact Assessments
Emphasis on multi-disciplinary skill requirements when coordinating masterplans/ developments
Highlighting that high density development should not be to the detriment of neighbourhood amenity or natural heritage
Updates to the ‘Incorporate natural and landscape features’ section regarding retention of natural features, ecological mitigation of blue/green corridors, and trees in open spaces
Section 2 – Designing buildings
Further guidance given with regards to the positioning of new buildings in areas of, or adjacent to buildings of, historical significance
New ‘Design, integration and quantity of parking’ section
New ‘Environmental protection’ section
Minor ‘Materials and detailing’ section update i.e. green roofs, and the use of swift bricks,
‘Minimise energy use’ update to reflect pending supplementary guidance regarding heat mapping and district heating/cooling networks
Greater responsibility for daylighting calculation/methodology placed on applicants
Onus on external spaces having good natural surveillance to improve community safety
New ‘Purpose built homes for rent’ section
Section 3 – Landscape, biodiversity and the water environment (new section title)

Various requirements set out regarding water environments on development sites i.e. the need to include Sustainable Urban Drainage Systems into the landscape design
Technical guidance updates for ‘Green infrastructure and green networks’
Changes in quality expectations for new developments as defined in the recent ‘Open Space 2021’ strategy has led to significant updates to the open space sections
Various updates to the ‘Biodiversity’ section including European Protected Species and Licensing Requirements, and duties placed on public bodies
Additional tree requirements specified encompassing surveys, analysis, design and evaluations, as well as masterplan considerations, and planning application conditions
Various additions to ‘Planting’ section i.e. who should prepare planting proposals
Notable updates to ‘Hard landscaping’ section including materials, detailing and features
Tree planting requirements in car parks
New ‘Water environment’ section

Edinburgh Design Guidance

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THE CITY OF EDINBURGH COUNCIL

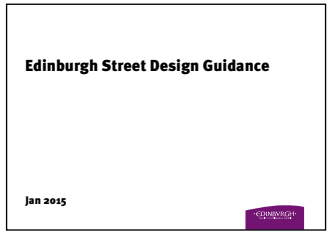
Foreword

Contents

Edinburgh Design Guidance

How does it relate to other guidance?

This document is part of a suite of non-statutory planning guidance:



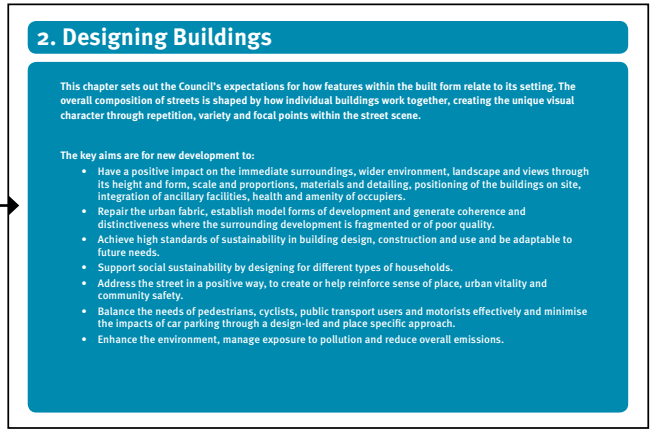
Further information

If you require any further information or clarification, please visit our website at ***www.edinburgh.gov.uk/planning*** or contact the Planning Helpdesk on 0131 529 3550

How is it structured?

There are chapters on Understanding Context, Designing Buildings and Landscape and Biodiversity

The introduction to each chapter sets out over-arching aims and expectations for new development



Each subject area has its own section

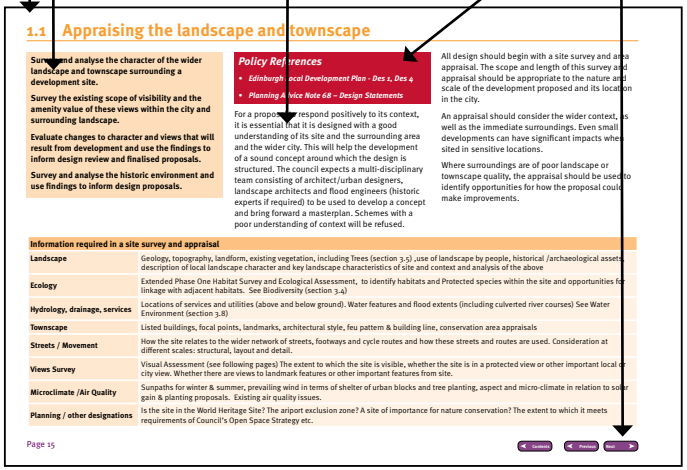
Main design principles introduce each section

Explanatory text is included, where relevant to provide more detail

Technical guidance is contained in the grey pages

Local plan policy references are included

The navigation panel allows online users to interact with the document



Introduction

This updated guidance sets out the Council's expectations for the design of new development in Edinburgh.

Greater emphasis has now been placed on creating places that support the development of a compact, sustainable city. Support for active travel and public transport is reflected in revised parking controls in new developments. Landscape, biodiversity and green infrastructure are given greater prominence to reflect the wider contribution they make to placemaking and wellbeing. The requirement to make provision for electric charging points supports the use of eco-friendly vehicles and is one of the mechanisms that helps to address concerns over air quality.

The Council wants new development to create great places for people to live, work and enjoy themselves. In order to do this, we need to achieve the highest quality of design that integrates successfully with the existing city.

Many recent developments have achieved this aim and some are used as examples in the guidance. These developments establish a standard for the design quality of new development. Where appropriate, the guidance includes examples from outwith Edinburgh.

This guidance is intended for all new buildings but also includes a revision to the parking standards and will ultimately sit alongside a realigned Street Design Guidance. This will allow a holistic, place-based approach to design and development. The examples given show principles and concepts that apply to a range of different building types. These will also include examples of good street design once the Street Design Guidance has been aligned.

The guidance should be used as a point of reference, a basis for the planning, design and communication of new development proposals and a material consideration in assessing planning applications. It aims to:

- Provide guidance on how to comply with the policies in the local plans;
- Support good placemaking by bringing together guidance for streets, spaces and buildings
- Explain the key ideas which need to be considered during the design process;
- Give examples of good quality design; and
- Set out the requirements for design and access statements.

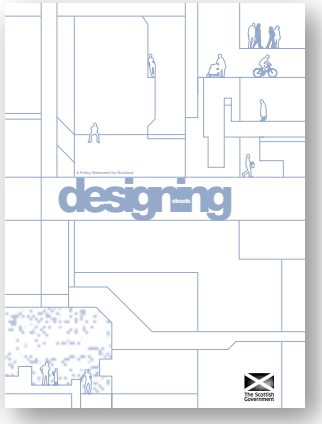
Each section provides guidance on specific topics that should be used as appropriate. It is important that it is read in conjunction with statutory development plans and other planning guidance depending on the type and location of development.

The Council's design-related policies can be broadly divided into themes relating to context, built form and landscape and biodiversity. This is reflected in its structure. Where appropriate, technical guidance is included. A fourth section, related to streets, will be appended to the finalised guidance.

Policy context

Scottish Government policy

A Review of the Planning System, a new National Transport Strategy and the emergence, in November 2015, of Cleaner Air for Scotland – the Scottish Governments policy document on Air Quality, all reflect a changing policy context. A more co-ordinated approach with outcomes that deliver better places is a common theme.



Creating Places and ***Designing Streets*** are the two planning policy documents for Scotland that relate to design. They set out government aspirations for design and the role of the planning system in delivering these. They are material planning considerations.

Creating Places sets out the six qualities of successful places as:

- distinctive;
- safe and pleasant;
- easy to move around;
- welcoming;
- adaptable; and
- resource efficient.

These guiding principles underpin the approach to delivering good places.

The Development Plan

The ***SESplan Strategic Development Plan*** and the ***Edinburgh Local Development Plan*** together make up the Development Plan for Edinburgh. This guidance interprets and applies the policies set out in the Local Development Plan and provides more detailed advice.

The Local Development Plan, which was adopted in November 2016, provides the basis for determining planning applications.

Relationship to other guidance

As shown on page 6, this Design Guidance is one of a number of user-focused pieces of guidance to interpret the policies set out in the Local Development Plan. It is important that, where applicable, these are read in conjunction with one another. For example, when designing a new building in a conservation area, reference should be made to this guidance and the Guidance on Listed Buildings and Conservation Areas.

Edinburgh also has a number of site/area specific planning guidance including Development Briefs.

View to the Pentland Hills from Edinburgh Castle

Tightly packed buildings in the Old Town—Cowgate viewed from South Bridge

A New Town Street: Northumberland Street

Edinburgh

Edinburgh is a unique and beautiful city - recognised by the UNESCO inscription of its two world heritage sites: the Old and New Towns of Edinburgh and the Forth Bridge. Its distinct geography and rich and varied heritage of buildings and urban design combine to create a cityscape of excellence. It is a city that has embraced change, and a city of startling contrast – between its landscape and buildings and in its streets and spaces.

Landscape is vitally important. Containment is provided by the Firth of Forth to the North and the Pentland Hills to the South, but it is the hills within Edinburgh that create some of the most memorable aspects of its setting. Castle Hill, Arthur's Seat, Calton Hill and others create a three dimensional city. Not only do they dominate views throughout the city, but they also create vistas, allowing the city to be seen and understood from a series of different vantage points.

One of Edinburgh's most attractive characteristics – its sense of contrast – is largely a result of its topography. Its hills, ridges and valleys have enabled the development of a series of distinct areas that juxtapose with one another. Nowhere is this interplay between landscape and buildings clearer than in the city centre. Both the Old and New Town are designed around their landforms. In the Old Town, the Royal Mile slopes gently down the Old Town ridge; buildings are tightly packed together off closes that run down to the Waverley and Cowgate valleys. The New Town's more undulating landscape is reflected in its spacious and geometrically ordered streets.

Throughout history, the city has evolved in response to changing needs and growth. In the 18th and 19th centuries, bridges and streets were thrust into the medieval pattern of the Old Town to create links with the wider city and improve the environment by providing more air and light. To meet current needs, confident modern developments sit comfortably alongside some of the oldest buildings in the city. Ironically, this process of change means many parts of the Old Town are younger than large swathes of the New Town.

An Old Town Improvement Street: Cockburn Street

Tenements in Marchmont—Warrender Park Terrace

Suburban housing with view to Edinburgh Castle—Greenbank Crescent

Subsequent developments within the city have had distinctive characters that create not only their own sense of place but contribute to that of the city as a whole. Areas like the Grange, Marchmont and Bruntsfield, Inverleith, Leith, Gorgie and Dalry, have different building forms, but with their height, sandstone walls, slate roofs, vertical windows and architectural motifs they feel very much part of Edinburgh. They have, at all their different scales, what we term, Edinburgh's 'DNA'.

Although the later suburban areas of the city are less distinct, their simple layouts knit well into the wider city. Where streets align with the city's landmark features, their sense of belonging to Edinburgh is amplified.

The public realm of Edinburgh offers a wealth of streets, squares and spaces, gardens and pedestrian spaces which act as settings for the historic buildings and make an important contribution to the architectural character of the area. It can be seen as the glue that binds places together.

This combination of natural and built heritage should be maintained and enhanced. The principles presented here are informed by qualities that make Edinburgh special. They seek to achieve new development that draws on and interprets the past; although the emphasis is strongly on interpretation, creativity and innovation rather than prescription.

The Challenge

The quality of our environment undoubtedly contributes towards Edinburgh's success as an international city to which people and businesses are attracted. For this to remain the case, it is vitally important that we continue to respect our existing built fabric. In doing so, Edinburgh should not become a museum piece. Instead, the city must continue to embrace change so that it can adapt to its evolving needs. This, however, sets up a possible tension—between preservation and change. As many of the examples used in this guidance demonstrate, design led solutions can resolve a range of competing needs.

Where surrounding development is fragmented or of poor quality the aim is to establish a new context that better reflects the DNA of Edinburgh. Here the Council encourages model forms of development that generate coherence and distinctiveness. Both our historic environment and the many modern developments shown in this guidance provide context of quality that should be reflected in these situations.

We can tackle pollution through innovative Placemaking. For example integrating greenspaces into new and existing developments can act as a buffer against noise and air emissions from vehicles, whilst providing open spaces for walking, cycling and nature.

A design process that challenges conventional ways of doing things will be key to creating successful places, particularly for new and emerging suburban areas.

Air quality has become a particular challenge in cities across the world. Considered use of design and placemaking can minimise the impacts of pollution while, at the same time, promote spaces for walking, cycling and nature.

If the aims of this guidance are met, forthcoming developments will be successful in the longer term - meeting the needs of all who use and experience them.

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Promoting good design

It is important to achieve the highest quality of design possible. This means committing to good quality at every stage of the design process from start to completion.

Well designed developments can actively help to enhance the environment, manage exposure to air, noise and light pollution and reduce overall emissions. In contrast, other new developments may increase the emission of pollutants that are harmful to human health and impact on the quality of life.

Well designed developments support good placemaking and can actively help to enhance the environment, manage exposure to air, noise and light pollution and reduce overall emissions.

Pre-application advice

The Council encourages and promotes engagement on design issues through pre-application advice. The value of pre-application planning discussions is recognised and considered to be an important part of the planning process. Providing advice prior to the formal submission of a planning application could ensure that the quality of a development is improved and that certainty in the outcome can be increased for the applicant.

Pre-application negotiations between applicants and the Council should provide an opportunity to consider the development in principle and to influence its design so that potential problems are resolved or reduced. Therefore the need for expensive and time-consuming retrospective re-design or mitigation can be avoided.

Some of these discussions will require approval of the design, construction and layout of sites and buildings. Any conditions that are likely to be imposed under pollution controls, such as minimum chimney height, should then be taken into account in the planning application.

Design review

The Council supports the process of design review. Depending on the size, complexity and sensitivity of the site, proposals may be referred to either ***Architecture + Design Scotland*** (the Scottish Government's advisory body on urban design matters) or the Edinburgh Urban Design Panel. This should be done at the pre-application stage.

Architectural quality and competitions

Together, the Council's policies and guidance aim to raise the urban design quality within the city. Architectural quality is also vitally important. For particularly important or sensitive sites or for some nationally important uses, architectural competitions may be the best way of ensuring the highest architectural quality.

Community and place

Good design needs to take account of community needs and community aspirations. The Review of the Planning System and the Community Empowerment Act require that the community become more involved in helping to deliver better places. Use of tools like ***The Place Standard*** show how local needs can be incorporated into development briefs and other planning processes.

View from Meadows of new housing

1. Context, Placemaking and Design

This chapter sets out the Council's expectations for how development relates to its context, a key theme throughout this document. High quality design supports the creation of good places and has a positive impact on health and wellbeing. The highest standards of design can be achieved through being distinctive, safe and pleasant, easy to move around, welcoming, adaptable and sustainable, as set out in the Scottish Government's Creating Places and Designing Streets in order to create new vibrant places.

The key aims are for new development to:

- Demonstrate an understanding of the unique characteristics of the city and the context within which it is located;
- Demonstrate an understanding of the historical development of the site;
- Reinforce its surroundings by conserving and enhancing the character and appearance of the landscape and townscape; including protecting the city's skyline and locally important views;
- Ensure that adjacent development sites are not compromised and there is a comprehensive approach to layout;
- Provide appropriate densities depending on their existing characteristic;
- Incorporate and use features worthy of retention, including natural features, buildings and views; and
- Demonstrate a good understanding of the existing water environment on site and provide a creative response to manage future surface water.

1.1 Appraising the landscape and townscape

Survey and analyse the character of the wider landscape and townscape surrounding a development site.

Survey the existing scope of visibility and the amenity value of these views within the city and surrounding landscape.

Evaluate changes to character and views that will result from development and use the findings to inform design review and finalised proposals.

Survey and analyse the historic environment and use findings to inform design proposals.

Policy References

- ***Edinburgh Local Development Plan - Des 1, Des 4***
- ***Planning Advice Note 68 – Design Statements***

For a proposal to respond positively to its context, it is essential that it is designed with a good understanding of its site and the surrounding area and the wider city. This will help the development of a sound concept around which the design is structured. The council expects a multi-disciplinary team consisting of architect/urban designers, landscape architects and flood engineers (historic experts if required) to be used to develop a concept and bring forward a masterplan. Schemes with a poor understanding of context will be refused.

All design should begin with a site survey and area appraisal. The scope and length of this survey and appraisal should be appropriate to the nature and scale of the development proposed and its location in the city.

An appraisal should consider the wider context, as well as the immediate surroundings. Even small developments can have significant impacts when sited in sensitive locations.

Where surroundings are of poor landscape or townscape quality, the appraisal should be used to identify opportunities for how the proposal could make improvements.

Information required in a site survey and appraisal	
Landscape	Geology, topography, landform, existing vegetation, including Trees (section 3.5) ,use of landscape by people, historical /archaeological assets, description of local landscape character and key landscape characteristics of site and context and analysis of the above
Ecology	Extended Phase One Habitat Survey and Ecological Assessment, to identify habitats and Protected species within the site and opportunities for linkage with adjacent habitats. See Biodiversity (section 3.4)
Hydrology, drainage, services	Locations of services and utilities (above and below ground). Water features and flood extents (including culverted river courses) See Water Environment (section 3.8)
Townscape	Listed buildings, focal points, landmarks, architectural style, feu pattern & building line, conservation area appraisals
Streets / Movement	How the site relates to the wider network of streets, footways and cycle routes and how these streets and routes are used. Consideration at different scales: structural, layout and detail.
Views Survey	Visual Assessment (see following pages) The extent to which the site is visible, whether the site is in a protected view or other important local or city view. Whether there are views to landmark features or other important features from site.
Microclimate /Air Quality	Sunpaths for winter & summer, prevailing wind in terms of shelter of urban blocks and tree planting, aspect and micro-climate in relation to solar gain & planting proposals. Existing air quality issues.
Planning / other designations	Is the site in the World Heritage Site? The ariport exclusion zone? A site of importance for nature conservation? The extent to which it meets requirements of Council's Open Space Strategy etc.

Historic environment

The historic environment includes ancient monuments, archaeological sites and landscape, historic buildings, townscapes, parks, gardens, designed landscapes and other features.

Sites within the two World Heritage Sites (WHS), The Old and New Towns of Edinburgh and the Forth Bridge require particular consideration. Historic Environment Scotland's 'Managing Change in the Historic Environment World Heritage' provides advice. There are management systems in place for both of the WHS.

The proposals should explain the impact on the Outstanding Universal Values within the Environmental Impact Assessment.

It is also important to understand the setting of historic assets. Historic Environment Scotland's (HES) ***Managing Change in the Historic Environment Guidance Note on Setting*** provides advice. Their guidance on ***New Design in Historic Setting*** explains the process of design that can help deliver exciting contemporary interventions that energise and enhance our historic areas.

Conservation Area Character Appraisals explain the special architectural and historic interest for much of the City's conservation areas. Edinburgh also has a heritage of listed buildings. If these fall within or adjacent to the proposals their significance and setting should be surveyed and appraised.

Where a site is of known or suspected archaeological significance a programme of archaeological works will need to be agreed with the Council. As the archaeology may influence the extent of development, this should be done at the site appraisal stage. On some sites, excavations may be required.

Historic Environment Scotland's ***national Inventory of Gardens and Designed Landscapes in Scotland*** describes landscapes of national importance. Proposals should assess the effect the development will have on the Gardens and their setting. Proposals that potentially will affect Local and Regionally important landscapes also require assessment.

Landscape character

Characterisation is a way to describe and understand the distinct patterns of elements which combine to create a 'sense of place', including geology, landform, soils, vegetation, land use, urban form, architectural style and experiential qualities.

A landscape character assessment can assist in defining objectives to protect, manage or restructure the landscape.

Edinburgh's unique and diverse landscape contributes to the city's identity and international renown. The wider landscape context is described in the ***Lothians Landscape Character Assessment*** and revealed in more detail in the ***Edinburgh Landscape Character Assessment.*** Special Landscape Areas have been identified as being of particular quality and their ***Statements of Importance*** (need hyperlink) also provide relevant information.

These should be referred to as part of the site landscape appraisal, helping to ensure developments interact with surroundings and aspire to shaping high quality future landscapes. The urban edge for example should be designed to conserve and enhance the special character of the city. See page 23 for technical information and requirements.

Visual assessment

Visual assessment is a method to help understand the changes to views that would be experienced by people in the short, medium and long term should the development go ahead.

It is an essential tool to explore design options and explain the visibility of new proposals and how they will be viewed in relation to existing built and natural features.

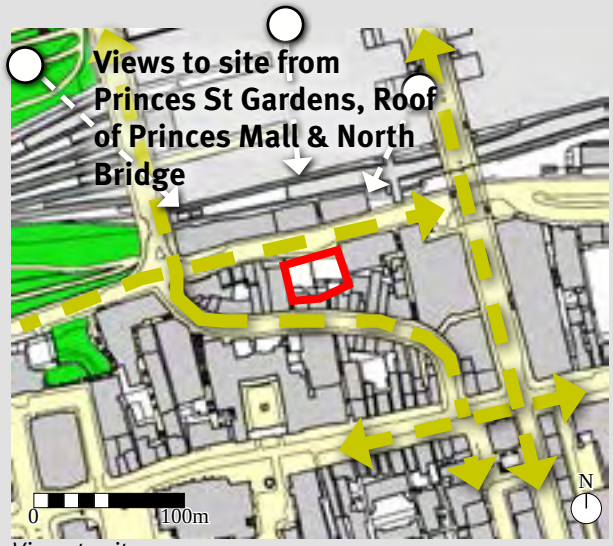
In some instances the use of balloons or scaffolding structures will be required to allow people to understand the visual impact.

Findings should be presented in **Environmental Impact Assessments**, Design Statements or Landscape and Visual Appraisals and follow the approaches set out by the document 'Guidelines for Landscape and Visual Assessment' (most recent edition).

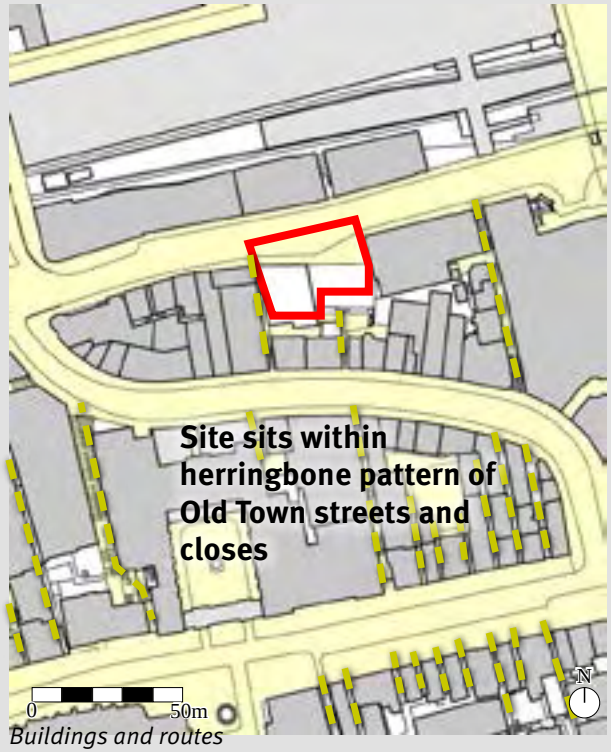
This process should identify all the views within the landscape or townscape from a range of distances and orientations from the proposed development and take into account how this will be viewed by people. Vantage points that should be assessed include popular hill tops, paths and greenspaces, visual corridors along streets and roads, bridges and residential neighbourhoods. See page 20 for technical information and requirements.

Site appraisal

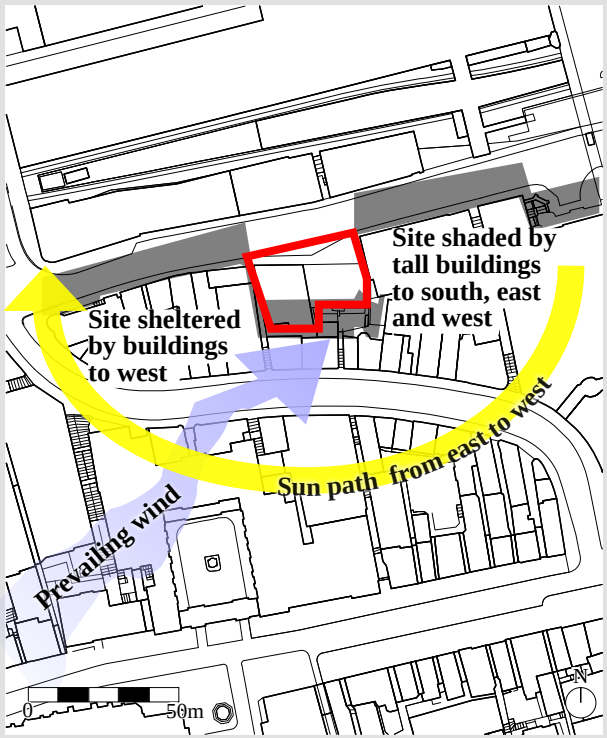
These drawings and images illustrate some of the ways a site can be be appraised—in this case the gap site next to the City Art Centre. Information like this helps build up an understanding of a site—it does not prescribe the way it must be developed.



Views to site



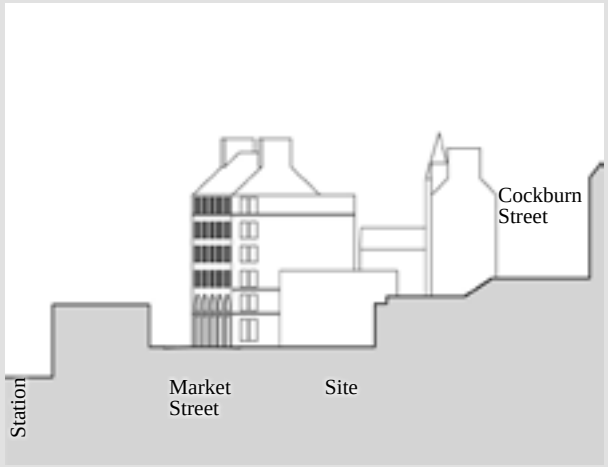
Buildings and routes



Microclimate

Important nearby features

Building heights and form



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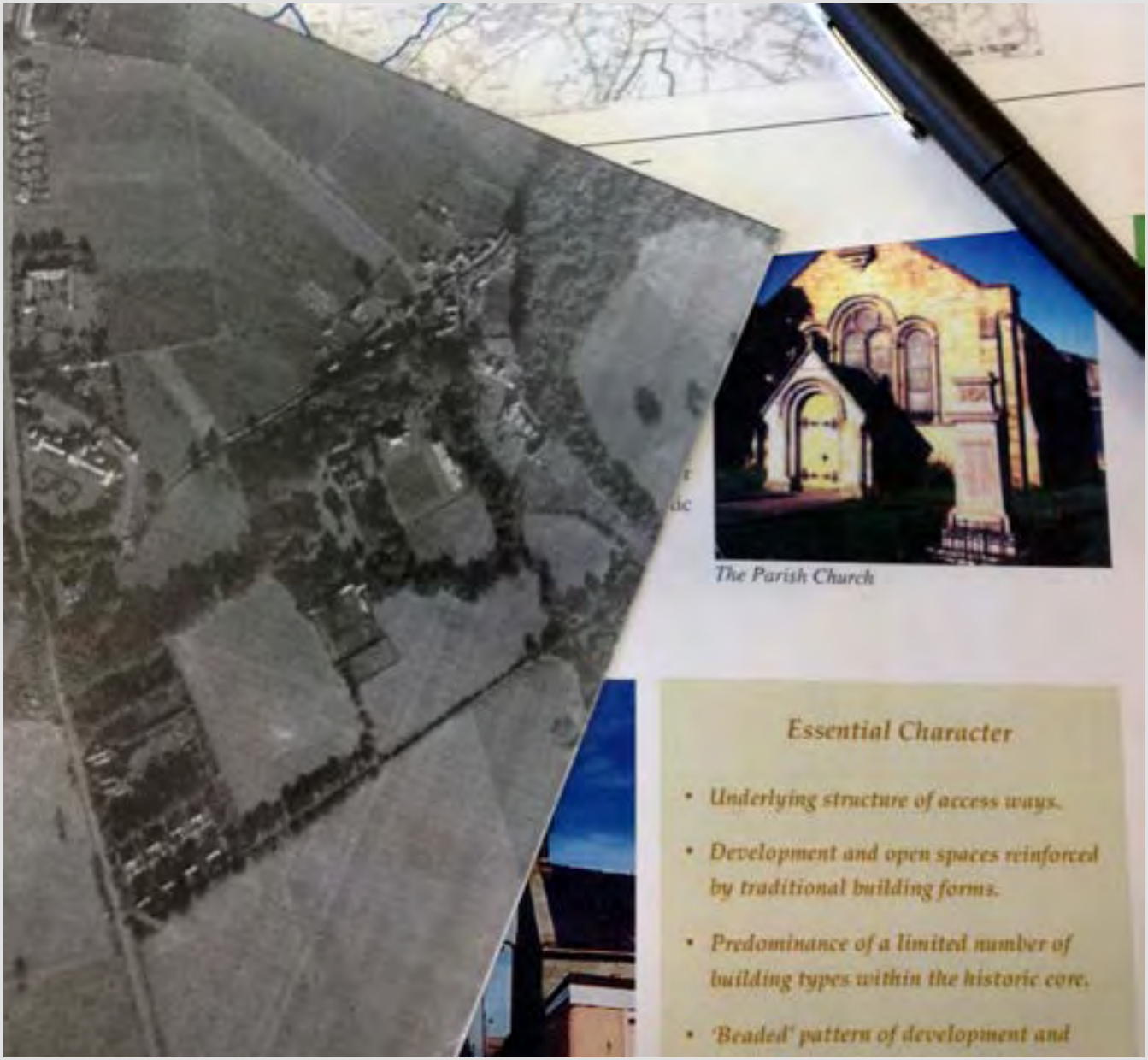
Landscape Character

Technical checklist
Determine the relevant study area in relation to the proposed development. Agree with planning authority.
Describe and categorise the surrounding landscape and townscape based on the predominant topography, land use, eras of settlement and patterns of form, scale and enclosure. Refer to existing sources of information as necessary.
Identify sensitive receptors within the study area, such as designated sites, listed buildings and scheduled sites, existing trees and woodland and describe key characteristics of site.
Provide a succinct written appraisal assessing the landscape/townscape effects of the proposal. Describe and evaluate change to character by considering how aspects of the proposal relate to its surroundings and whether change will weaken or enhance existing character. Where relevant incorporate design mitigation measures.
Additionally, designed landscapes will require an historic landscape assessment to be provided.

Lothians Landscape Character Assessment (1998). Edinburgh Landscape Character Assessment (2010)

Historic Scotland – Conservation Plans – A Guide to the Preparation of Conservation Plans (2000)



A range of doucments and techniques can be used when preparing landscape character assessments

Visual Assessment

The Landscape Institute's 'Guidelines for Landscape and Visual Impact Assessment' sets out the recognised approach. It should be read in conjunction with the ***Landscape Institute Advice Note 01/11—Photography and Photomontage in Landscape and Visual Assessment*** and Visual Representation of Wind Farms (Scottish Natural Heritage 2014) . The visual assessment should assess city and local views as well as protected skyline views. Views within any cultural heritage assessments or assessments of setting should be to the same standard as the visual assessment. They are likely to be the same views. See City skyline and views (page 21).

The requirements set out in the technical checklist should be confirmed and agreed at an early stage.

Protecting new views
The view from Edinburgh Park Station towards Arthur's Seat & the Castle (right) has similar qualities to the view towards the Castle from Carrick Knowe railway footbridge. It should be protected.

Protecting an incidental view
Although the glimpsed view to Edinburgh Castle from the West Port is not a key view, care should be taken to protect it. Limiting the height of buildings to maintain a view

Limiting the height of buildings to maintain a view
The height of buildings in the Bio-Quarter has been limited to maintain views towards the Edmonstone ridge. This helps to reinforce the landscape setting of the city by providing visual containment contributing to the sense that Edinburgh is a compact city.

Zone of theoretical visibility
Use of computer generated mapping to determine a site's zone of theoretical visibility i.e. the area across which a proposed development may have an effect on visual amenity, can inform the selection of viewpoints for visual assessment.

Technical checklist
Map the site's visual envelope or prepare a computer generated Zone of Theoretical Visibility (ZTV).
Identify viewpoints representing different visual receptors, from a range of distances and orientations from the proposed development. Any relevant protected views may be included.
Confirm viewpoint location with planning authority.
Identify night time views, if required.
Prepare baseline site photography using equivalent of a 50mm focal length, usually set at 1.8m level
It may be helpful to subsequently confirm site photography with planning authority
Present the proposals alongside baseline photography, by means of an accurately constructed 3d CAD model, including 'wire line' views and rendered photomontages.
'Before' and 'after' views should enable direct comparison in the field, and should therefore be printed at the appropriate perspective, resolution and size with details recorded on the title block.
Provide a written appraisal assessing the visual effects of the proposal, and where relevant

1.2 City skyline and protected views

Conserve the city's skyline, by protecting views to landmark buildings and topographical features.

Protect the setting of the Forth Bridge by protecting the characteristics of the key views.

Policy References

- ***Edinburgh Local Development Plan - Des 4, Des 11, Env 1***

Protected views

The topography of Edinburgh has shaped the way the city has evolved. The setting of the city, between the open hills and the Firth of Forth, and the impact of volcanic hills and ridges which define the built form, together create a very strong sense of place. This sets up views to and from many key features around the city and allows the city to be defined by its topography rather than the height of its buildings.

The way buildings have used the topography of the city also defines what is special about Edinburgh; the distinctive and contrasting patterns of the Old and New Town are recognised in the World Heritage Site status. In order to protect this aspect of Edinburgh's character, the city's most striking visual features and views to them from a number of public vantage points are identified. The landmark features which are to be protected include:

- The Castle, Castle Rock and Tolbooth St John's Spire
- Calton Hill
- The Old Town spine
- Arthur's Seat and the Crags
- The New Town
- Coastal backdrop and Firth of Forth
- Open Hills
- The Forth Bridges
- St Mary's Cathedral Spires
- Fettes College
- Craigmillar Castle

One mechanism for protecting the views has evolved from a study of views and skylines undertaken for the Council. Essential to implementing the guidance is an understanding of the concept of 'sky space'. Sky space is the space around the city's landmark features that will protect their integrity. Once the sky space is 'pierced' by a development, it has started to impact on a protected view. Although there is a general presumption against breaking the sky space, if a development can demonstrate that it adds to the

city's skyline in a positive way and enhances the character of the city, it will be supported subject to it meeting other relevant policy considerations. It should also be noted that a development can have an adverse effect on the skyline, not by breaking it, but through being too large in its built form or by failing to recognise the importance of rooftop detailing and modulation. Technical guidance is provided on the following page.

The Forth Bridge and its setting are also recognised as creating a very strong sense of place. It was inscribed as World Heritage Site in July 2015 reflecting the innovation in engineering, construction and materials which created an iconic structure which remains in its original use. The scale and power of the Forth Bridge creates a visually dominant landmark and the several layers of designated land and shore around the bridge ensure that it is protected at an appropriate level. In general, development in the North West and particularly in and around Queensferry and Port Edgar must take into account possible impact on the Forth Bridge. To help further safeguard its setting, a viewshed analysis identified a total of 10 key views; four of which lie within the City of Edinburgh. The protection of these key views and their characteristics will be a key planning consideration.

Other important views

It is important that other views to landmark features and important views to landscape and built features including statues and monuments in and around the city are also protected.

New views can be incorporated within new development. The following pages set out the Council's expectations for incorporating existing views.

Assessing the impact on key views

The bottom of the sky space can be measured and is calculated from Ordnance Datum, so once the height of any proposed development is known, it will be possible to assess its impact on any feature by the extent to which it pierces the bottom of the sky space.

Each feature listed has different sky space around it depending on the nature of the feature. The amount of sky space around a feature will be sufficient, not just to protect a view of the feature, but to protect its context or setting. In some cases, the sky space can be accurately defined, while in others it will be more a matter of judgement. Views to the landmark features from any key view are in the form of view cones. The diagram to the right illustrates how view cones take account of topography and how proposals in different parts of the view cone might impact on a particular view.

Impacts on key views will vary depending on the nature of what needs to be protected in the key view itself, the location of the proposal and its height and form. Explaining in detail all circumstances in which the key views can be affected is beyond the scope of this guidance. However, it is possible to highlight some issues;

- Some areas are more sensitive to even small increases in height in relation to existing development due to their prominence in key views and exposure to sky space. An example of this is development in the area between Princes Street and Queen Street, where even the addition of an extra storey could impact upon views.

The concept of view cones and sky space
This diagram shows that depending on a building's position, its height and the topography surrounding, elements of a building (here shown in red) can sit in the sky space around a landmark building or feature. Note that the sky space sits to the side, above and below the landmark feature.

- In other areas, there may be scope for taller buildings but care needs to be taken that impacts on key views are fully considered. For example, some parts of the Port of Leith may have the capacity for buildings which exceed building heights typical of the immediate context. However, these areas may be very near parts of the docks within which similar development could have an adverse effect. An assessment of the suitability of these or any other proposed locations for high buildings, in terms of their contribution to the strategic development of the city, will be required.

Key views that are to be protected are set out on the following pages. These are to be kept under review.

The design of any high building must be of exceptional quality and it must demonstrate an understanding of its context and impact if it is to be considered. The application should be accompanied by:

- Sight and height levels.
- An analysis of the context including a strategic justification for the proposed location.
- Environmental modelling that addresses pedestrian wind safety issues related to:
- Wind force (relative velocities related to a base line study of surrounding area)
- Wnd safety (turbulence, suction, lift)
- Thermal comfort (Wind chill)
- Noise level
- Air quality
- Streetscape aesthetics (impact of any mitigating measures).
- Photomontages showing the impact of the proposal on key views.
- A helium balloon test may be required, where the true height of the building is described by a series of markers attached to a cable suspended by a balloon filled with helium, so that a true understanding of the impact in the surrounding area can be gained.
- A statement demonstrating that there is an understanding of the impact of the development and showing how the development enhances its context.

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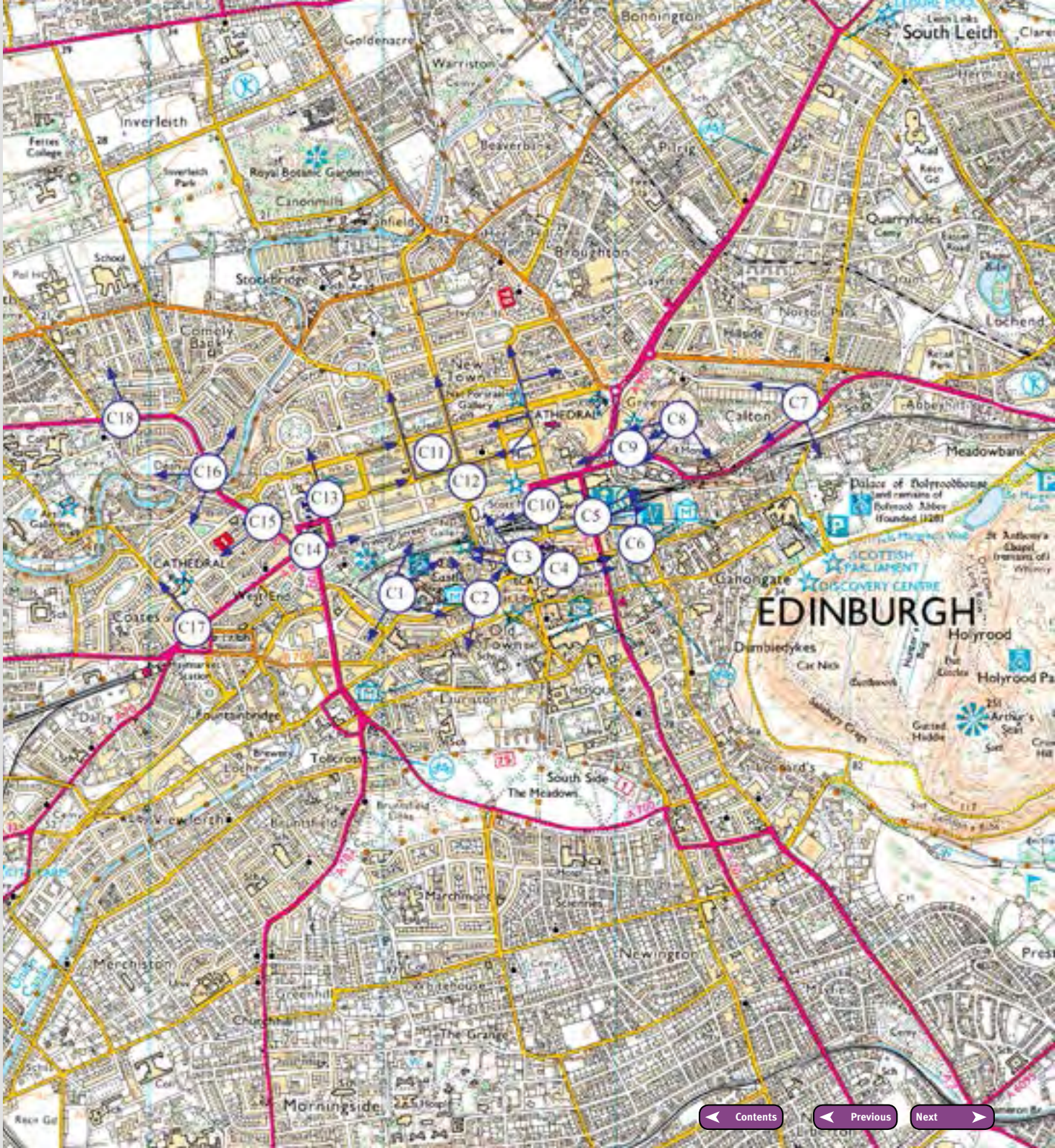
List of Key Views in the North, West, East and South of the City

N1a Carrington Road - Arthur's Seat
N1b Carrington Road - Charlotte Square dome, Castle & Hub spire
N2a Inverleith Park - Arthur's Seat
N2b Inverleith Park - Charlotte Square dome, Castle & Hub spire
N2c Botanic Gardens, west gate - along Arboretum Place to Castle
N2d Inverleith Park - St Mary's spires and west Edinburgh skyline
N3a Botanic Gardens - Arthur's Seat
N3b Botanic Gardens, in front of Inverleith House - Castle, Hub spire and Charlotte Square dome
N3c Botanic Gardens - Pentland Hills
N3d Botanic Gardens, in front of Inverleith House - St Mary's spires
N4a Eildon Road - Arthur's Seat
N4b South Fort Street - Salisbury Crags
N4c Newhaven Road and Warriston Path - Calton Hill
N5a Pilrig Park and Pilrig Street - Arthur's Street
N5b Pilrig Park - Calton Hill
N6a Ferry Road & Merchant Maiden Playing fields - Arthur's Seat
N6b Ferry Road at Merchant Maiden Playing Fields - Castle, Hub spire and Charlotte Square dome
N6c Ferry Road at Merchant Maiden Playing Fields - St Mary's spires
N7a Ferry Road at Goldenacre - Arthur's Seat
N7b Ferry Road at Goldenacre - Salisbury Crags
N7c Ferry Road at Goldenacre - Pentland Hills
N7d Ferry Road at Goldenacre - St Marys' spires
N7e Ferry Road opposite Clark Road and Eildon Street - Castle and Old Town skyline
N8 Newhaven Road and Victoria Park - Arthur's Seat
N9 Constitution Street, north end - Calton Hill monuments
N10a Inchkeith Island, Arthur's Seat - Arthur's Seat, Inchkeith Island
N10b Leith Docks - Calton Hill
N11a Leith Docks - Arthur's Seat
N11b Leith Docks - Calton Hill and Hub spire
N12a Leith Docks, west end - Castle and Hub spire
N12b Leith Docks, west end - Forth Bridge
W1a Western Approach Road raised bridge - St Mary's spires
W1b Western Approach Road raised bridge - Castle
W1c Western Approach Road raised bridge - Arthur's Seat
W2a Queensferry Road, west of Craigleith Road junction - Castle and Arthur's Seat
W2b Queensferry Road, west of Craigleith Road junction - St Mary's spires
W3a Telford Road, east of old railway bridge - Arthur's Seat
W3b Telford Road, near old railway bridge - Castle and Hub spire
W3c Telford Road, old railway bridge - St Mary's spires
W3d Telford Road - Pentland Hills
W4a Corstorphine Hill - Calton Hill and New Town Monuments
W4b Corstorphine Hill, south east end - Castle and Arthur's Seat
W5 Corstorphine Road, south of Zoo - Castle & St Mary's spires
W6a Carrick Knowe railway footbridge - Corstorphine Hill
W6b Carrick Knowe railway footbridge - St Mary's spires
W6c Carrick Knowe railway footbridge - Castle
W6d Carrick Knowe railway footbridge - Arthur's Seat
W6e Carrick Knowe - Pentland Hills
W7a Saughton Road south of railway bridge
W7b Saughton Road, south of railway - Castle and Hub spire
W7c Playing field east of Broomhouse Community Centre - Arthur's Seat
W8 Longstone - Pentland Hills
W9 Sighthill and Broomhouse - Pentland Hills
W10 Forth Bridge World Heritage site
E1a Pleasance - Salisbury Crags
E1b Pleasance Calton Hill
E2a Salisbury Crags, south side - Pentland Hills
E2b Salisbury Crags, Radical Road - St Mary's spires, Castle, Hub spire
E2c Salisbury Crags, Radical Road - Corstorphine Hill
E2d Salisbury Crags, Radical Road - Calton Hill
E3 Queen's Drive - Calton Hill
E4a Queen's Drive, Powderhouse Corner - St Mary's spires
E4b Queen's Drive, Powderhouse Corner - Castle and Hub spire
E5 Holyrood Park, Whinny Hill, Lonw Row - Calton Hill
E6a Holyrood Park, Meadowbank Lawn - Castle and Old Town
E6b Holyrood Park, St Anthony's Chapel - Castle and Old Town
E6c Holyrood Park, Meadowbank Lawn and St Anthony's Chapel - Calton Hill
E7a Holyrood Park, Dunsapie Loch - the sea
E7b Holyrood Park, Dunsapie Loch - Inchkeith Island
E8 London Road, Meadowbank - Calton Hill
E9a Lochend Park, upper level and Lochend Road South - Arthur's Seat
E9b Lochend Park - Arthur's Seat and Salisbury Crags
E9c Lochend Park, upper level - Calton Hill
E10 Easter Road - Salisbury Crags
E11 Seafield Road, Craigentinny - Arthur's Seat
E12 Magdalene Field - Arthur's Seat
S1a Bruntsfield Place - Castle
S1b Bruntsfield Links, south side - Castle
S1c Bruntsfield Links and Meadows - Arthur's Seat & Salisbury Crags
S2a Blackford Hill crest - Castle, spires and Firth of Forth
S2b Blackford Hill, Royal Observatory - Castle, spires & Firth of Forth
S2c Blackford Hill - the sea with Inchkeith Island
S2d Blackford Hill - Arthur's Seat and Salisbury Crags
S2e Midmar Drive - Arthur's Seat and Salisbury Crags
S2f Blackford Hill Crest - Corstorphine Hill
S3 Colinton Road - St Mary's spires
S4a Craiglockhart Hills - St Mary's spires
S4b Wester and Easter Craiglockhart Hills - Castle and Hub spire
S4c Wester Craiglockhart Hill - Salisbury Crags
S4d Wester Craiglockhart Hill - Arthur's Seat and sea
S4e Craiglockhart Hills - Pentland Hills
S5 Braidburn Valey Pentland Hills
S6 Braid Hills Drive West - Castle, Hub spire & Barclay Church spire
S7a Braid Hills Drive East - Castle, Hub spire & distant mountains
S7b Braid Hills Drive, east end - Calton Hill
S7c Braid Hills Drive, east end - the sea
S7d Braid Hills Drive, east end - Arthur's Seat and Salisbury Crags
S7e Braid Hills Drive, east end - Pentland Hills
S8a Buckstone Snab - Castle, Firth of Forth and distant hills
S8b Buckstone Snab - the sea
S8c Buckstone Snab - Arthur's Seat
S8d Buckstone Snab - Corstorphine Hill
S9 Liberton Drive along Alnwick Hill Road to Arthur's Seat
S10a Liberton Cemetery - Arthur's Seat and Salisbury Crags
S10b Junction of Liberton Brae and Kirkgate - Castle
S11a Old Dalkeith Road, by Craigmillar Castle - Castle
S11b Old Dalkeith Road, by Cameron Toll - Salisbury Crags
S11c Old Dalkeith Road, south of Cameron Toll - Arthur's Seat and Salisbury Crags
S12a Craigmillar Castle - Inchkeith Island
S12b Craigmillar Castle, upper battlements - Castle and Hub spire
S12c Craigmillar Castle - Salisbury Crags
S12d Craigmillar Castle - Arthur's Seat
S13a Lanark Road, Dovecot Park - St Mary's spires
S13b Lanark Road, Dovecot Park - Castle and Hub spire
S14a Clovenstone Community Woodlands - Corstorphine Hill
S14b Clovenstone Community Woodlands, west side - St Mary's spires
S14c Clovenstone Community Woodlands, west side - Castle and Hub spire
S14d Clovenstone Community Woodlands - Pentland Hills
S15 Captain's Road - Pentland Hills
S16a Hyvots Bank, Gilmerton Dykes - Castle and Hub spire
S16b Gilmerton Dykes Street - Arthur's Seat and Salisbury Crags
S17a Gilmerton Road, near junction with Ferniehill Road - Castle and Hub spire
S17b Gilmerton Road - Salisbury Crags
S17c Gilmerton Road - Arthur's Seat
S18a Junction of Old Dalkeith Road and Ferniehill Road and Moredun Park Road - Castle and Hub spire
S18b Moredun Park Road - Arthur's Seat and Salisbury Crags
S18c Ferniehill Road, east end - Pentland Hills
S19 A68, near Wester Cowden - Castle, Hub spire and Old Town
S20 A68, near Wester Cowden - Arthur's Seat

Technical guidance

List of Key Views in and around the City Centre

- *C1a Castle Ramparts - Calton Hill*
- *C1b Castle Ramparts - Inchkeith Island*
- *C1c Castle Ramparts - Arthur's Seat*
- *C1d Castle Ramparts - Pentland Hills*
- *C2a Camera Obscura - Calton Hill*
- *C2b Camera Obscura and Castle Esplanade - Pentland Hills*
- *C2c Junction of Ramsay Lane and Castlehill - Firth of Forth*
- *C3a North Bank Street - Corstorphine Hill*
- *C3b Milne's Close - Firth of Forth*
- *C4a Royal Mile, Lawnmarket - the sea*
- *C4b Royal Mile, North/South Bridge junction - the sea*
- *C5a North Bridge - Calton Hill*
- *C5b North Bridge - Firth of Forth*
- *C5c North Bridge - Salisbury Crags*
- *C6 Jeffrey Street and Cranston Street - Calton Burial Ground monuments*
- *C7a Waterloo Place and Regent Terrace - Arthur's Seat and Salisbury Crags*
- *C7b Carlton Terrace Tron spire - along Regent Terrace*
- *C7c Royal Terrace, east end - Greenside church tower*
- *C8a Calton Hill - Arthur's Seat and Salisbury Crags*
- *C8b Calton Hill - Pentlend Hills*
- *C8c Calton Hill - Castle, Hub spire, St Giles crown and Tron spire*
- *C8d Calton Hill - along Princes Street*
- *C9 Waterloo Place and Princes Street - St Mary's spires*
- *C10 Waverley Bridge - Castle and National Gallery*
- *C11a Junction of Queen Street and North Castle Street - east along Queen Street*
- *C11b Junction of Queen Street and Dublin Street - west along Queen Street*
- *C11c Dublin Street - east along Albany Street*
- *C11d Junction of George Street and Frederick Street - east to St Andrew Square column*
- *C11e Junction of George Street and Frederick Street - west along George Street*
- *C12 East half of George Street - Firth of Forth Central*
- *C13 George Street at Charlotte Square - Firth of Forth*
- *C14 Princes Street - Calton Hill*
- *C15 Queensferry Street - along Melville Street to St Mary's spires*
- *C16a Dean Bridge - north to Rhema church tower*
- *C16b Dean Bridge - Firth of Forth*
- *C16c Dean Bridge south-west view*
- *C16d Dean Bridge - Corstorphine Hill and Dean Gallery towers*
- *C17 West Maitland Street - along Palmerson Place*
- *C18 Queensferry - Road Fettes College*



1.3 Assessments and statements

Design statements are expected for some local planning applications

Design and Access Statements are expected for all major planning applications as well as other significant or complex proposals

Provide an Environmental Impact Assessment (EIA) for applications with significant environmental impacts.

Provide landscape and visual Appraisal/ Assessment for most applications. The extent of the assessment is dependant on the scale and location of the development.

Provide a Conservation Plan, Historic Landscape Assessment and Assessment of the Setting of Listed Buildings, or Assessment on the Outstanding Universal Value (OUV) of a World Heritage site as required when working in an historic environment.

Policy References

- ***Edinburgh Local Development Plan - Des 1***
- ***Planning Advice Note 68 – Design Statements***

All development should communicate the visual and landscape / townscape change by the use of appraisals or assessments. The appraisal required depends on the scale and context of the change. In certain local applications this will be a stand alone document, in other cases this assessment will be within a design statement. Where Design and Access Statements are required the landscape and visual information should normally be in a stand alone document. In development with a significant visual or landscape/environmental impact the findings should be presented in an Environmental Impact Assessment.

The appraisal should show existing views, and existing natural and built features. Sections 1.6, 1.7 and 1.8 set out the Council's expectations for these matters.

Key townscape principles, such as height, form, scale, spatial structure and use of materials are set out in the Designing Buildings chapter.

The different appraisals include:

Design Statements

Design statements are required for local developments in the following areas:

- the World Heritage Site;
- a conservation area;
- a historic garden or designed landscape;
- the site of a scheduled ancient monument;
- or the curtilage of a category A listed building.

Design Statements are not required for:

- Development of existing dwelling houses
- Changes of use
- Applications for planning permission in principle

Planning Advice Note (PAN) 68 - Design Statements shows how to prepare a design statement. Key headings are set out in the table overleaf.

Design and Access Statements

Design and Access Statements will be expected for all major planning applications as well as complex or significant local planning applications.

The Design and Access Statements are the same as a Design Statements except that they include a written statement about how issues relating to access to the development for people with disabilities have been dealt with. The statement must explain the policy or approach adopted access. The table below sets out the requirements.

Information required in a Design Statement	
Background information	Name of scheme; Name of applicant; Name of architect / developer / urban designers / etc. Description of client brief; Date
Site details	Location and site plan; Description; History including planning history; Ownership
Site and area appraisals	See ***section 1.1***
Policy context	Relationship of proposal to national and local planning policies and guidance
Public involvement	Outcome of consultation and public involvement
Programme	How will the project be phased?
Concept	Diagrams illustrating key concepts and ideas that underpin the proposal.
Design solution	A explanation of the design solution, including site layout and parking provisions, and how the solution has taken account of factors above, including, site and area appraisal, policy context, public involvement and concept

Information required in an Access Statement	
Policies	Policies relating to such access in the development plan have been taken into account; and
Specific issues	Any specific issues which might affect access to the development for disabled people have been addressed. This should explain how the applicant's policy / approach adopted in relation to access fits into the design process.
Access to and through the site	Developers should consider setting out in the statement how access arrangements make provision both to and through the site to ensure users have equal and convenient access.
Maintenance	It must describe how features which ensure access to the development for disabled people will be maintained. The publication Designing Places notes that the arrangements for long-term management and maintenance are as important as the actual design. Therefore, issues regarding maintenance will help inform the planning authority in coming to a view on how best, possibly through agreements or conditions, such features are to be maintained in the longterm.
Consultation	It must state what, if any, consultation has been undertaken on issues relating to access to the development for disabled people and what account has been taken of the outcome of any such consultation

The ***Edinburgh Access Panel*** advises how to improve accessibility for people with disabilities in the built environment. Its advice should be sought early in the design process.

Proposals within a WHS require some type of assessment. The extent and location of this should be agreed with the planning authority, however it will usually be within an EIA for large complex development. Views presented to explain impacts on the Outstanding Universal Values should follow the guidance in ***section 1.1*** visual assessment.

Sites which contain listed buildings should provide an assessment of the setting of the listed building including an assessment of the landscape setting if appropriate, identifying key characteristics and views that create the character and define the setting. This should be presented following Historic Environment Scotland's advice. The location of the assessment should be agreed with the Planning Authority. Section 1.1 set out the Council's expectations for positioning new development within historic sites.

For sites listed in ***Historic Scotland's national Inventory of Gardens and Designed Landscapes in Scotland***, or the Council's local survey records, a historic landscape assessment written by a chartered landscape architect should be submitted.

Where a Conservation Plan is required these should be written by an accredited Conservation Architect or Architectural Historian and should set out the important characteristics and evolution of the buildings and the landscape.

1.4 Coordinate development

Have a comprehensive approach to development and regeneration.

Comply with development frameworks or master plans that have been approved by the Council.

Develop masterplans with a multi-disciplinary team.

On larger sites, prepare and adhere to master plans that integrate with the surrounding network of streets, spaces and services.

On smaller sites, make connections to surrounding streets and spaces

Policy References

- *Edinburgh Local Development Plan - Des 2, Des 7*
- *Planning Advice Note 83 – Master Planning*

A comprehensive approach to development is important if well designed and cohesive networks of streets and spaces (including the green network (section 3.2) are to be created. It is particularly important on sites which could be big enough to become neighbourhoods in their own right.

It is also important with smaller developments where there is a possibility that neighbouring sites will be developed in the future. Here, applicants may be asked to demonstrate sketch layouts of how neighbouring sites could be developed. This will help ensure that the future development of neighbouring sites is not compromised.

It is expected that proposals will comply with the principles in this guidance and be prepared by a multidisciplinary team of consultants including architect/urban designers and landscape architects and flood engineers. It requires that streets must consider place before movement—a key part of establishing suitable urban layouts. An important aspect of this is to create streets and spaces that reflect the unique character and distinctiveness of Edinburgh. The Council wants new development to provide streets and spaces that are attractive for all potential users of them. Opportunities for travel should be prioritised in the following order: walking, cycling, public transport then car.

Maintaining development potential
This new tenement housing development will allow the neighbouring land and buildings including the drive through restaurant to be redeveloped in a similar pattern. This will help create a cohesive network of streets.

© Guthrie Aerial Photography and City of Edinburgh Council—Economic Development Unit. Used with

Creating a masterplan and following it

A series of masterplans and frameworks were created to guide the development of the former industrial land and gas works site at Granton (pictured above). This allowed infrastructure like roads, cycle routes, avenues, parks and squares to be put in place early. All the new buildings that have followed have fitted into this structure. This means it is likely that the aims of the masterplans of creating a high quality new district for the city will be met.

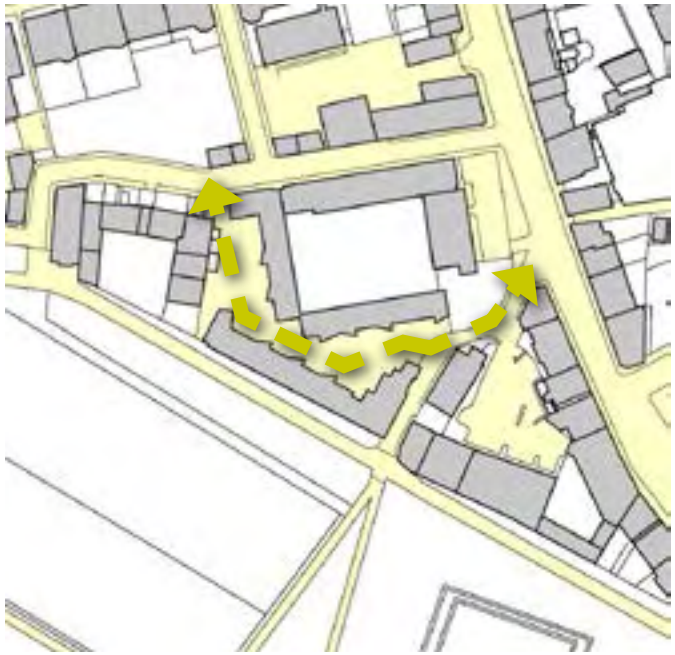
In addition, this development contains a mix of uses. These include housing, a new college, supermarket, and business space. Mixing uses within new development sites helps them to become more interesting, vibrant and sustainable places. This is because people will use them throughout the day and night and because greater mix of uses helps create more sustainable transport options.

New cycle routes

A new cycle route at West Granton Road helps connect this development into the wider area. It is designed so that in the future, new development can overlook it. This is important to help make the route safe.

This new housing at Saltire Street in the masterplanned area has a view to the sea

The office at Waterfront Avenue has a square in front and the space for a future public transport hub.



Shared surface for new student housing—Boroughloch
Because there is very little need for car parking and therefore access for cars, this development was able to be designed around a shared surface street. Due to the limited amount of vehicles and since it is well overlooked, it is attractive for pedestrians and cyclists.

Bridge for pedestrians and cyclists—Westfield Avenue
This new bridge connects the development to the Water of Leith Walkway and areas beyond.

Making connections to roads and cycle routes—Paddockholm
This development was built on the site of a former suburban station. It makes connections to the cycle route and road at either end of it.

Shared surface in housing—Cakemuir Gardens.
The houses come right up to the edge of the carriageway. The tight space that results means that motor vehicles have to move around slowly. This helps make the space safe for pedestrians and children playing.

Pedestrian route in the city centre—Multrees Walk
This shopping and office development creates an attractive street. The shops and little square within it make in an interesting space to pass through. The Council will seek more routes like this where opportunities arise.

Connections outside the city centre—Brandfield St.
An important new connection has been made through the former brewery site. It is made as accessible as possible through the inclusion of the ramp. Landscape and overlooking contribute to its attractiveness.

1.5 Density

Increased density can be achieved on sites where the surrounding density is lower provided that:

- **there is a strong urban design rationale for the increase in density; and,**
- **the increased density would not have adverse impact on neighbouring amenity or valuable natural heritage features**

Policy References

- ***Edinburgh Local Development Plan - Hou 4***
- ***Scottish Planning Policy***

High density development helps Edinburgh be a compact and vibrant city. Having higher densities allows land to be used more efficiently, helps regeneration and minimises the amount of Greenfield land being taken for development. Higher densities also help maintain the vitality and viability of local services and facilities such as schools and local shops, and encourage the effective provision of public transport.

New development should achieve a density that is appropriate to the immediate site conditions and to the neighbourhood. This is particularly important in Victorian and Edwardian villa areas. Here the form of any new building and its positioning should reflect the spatial characteristics, building forms and heights within the area. Back-land development must be designed to ensure that any proposed building is subservient to surrounding buildings and it does not have an adverse impact on spatial character.

The appropriateness of high density housing to a particular site will depend on site context and on the way in which the development addresses the issues of open space, (including impacts on landscape character and trees), unit mix, daylight, sunlight, privacy, outlook, house type, car parking requirements, waste management and the design and site layout of the development itself. Density should be a product of design, rather than a determinant of design. Where there is a failure to meet the Council's expectations in relation to these factors, this would indicate that the proposed density is too high and that the quantity of development on the site should be reduced or the design re-configured.

Where appropriate, higher density low rise building types like colony housing, or terraced housing could be inserted into some low density low rise areas without adverse impact on amenity or character.

There can be a rationale for a modest increase in building heights (and density) at nodes like transport intersections of arterial and other significant roads as the change in height can help signal the importance of the location and assist navigation.

High density development is encouraged where there is, or it is proposed to have, good access to a full range of neighbourhood facilities, including immediate access to public transport network (i.e. within 500m of development). The map on the following page illustrates where these areas are within Edinburgh.

In new suburban developments, the Council encourages the efficient use of land and a mix of housing types. Introducing housing types like flats, colonies, 4 in a block, terraces, mews houses and townhouses for example, can help to increase densities on sites that are otherwise conceived for detached and semi-detached housing.

Density in suburbia
In these examples, the street layout is similar. The left hand example has fewer houses and so is less dense. The Council encourages the approach on the right hand side where houses are terraced and semi detached as opposed to all detached houses. The right hand layout is more likely to help sustain services like shops since there will be more people to use them.more people to use them.

Terraced housing—Wauchope Terrace
Terraced housing is one way of delivering houses with front doors and back gardens that makes efficient use of land.

Mixing houses and flats—Fala Place
Having a mix of houses and flats, helps create a good range of dwelling types—which is good for social sustainability—and makes good use of land.

Flats in villa areas—Succoth Place
These flats integrate well into an existing villa area due to their scale and refined architectural design.

Examples using some of these density measures follow. For these examples, car parking values were simply determined by establishing how many cars actually park on the relevant street. In relation to perpendicular on-street parking, a value of 2.5m is suggested, whilst for parallel parking, a length of 5m is suggested to accommodate cars.

Stockbridge colonies

115	Dwellings / ha
0.96	GFA / site area
0.34	Footprint / site area
2.8	Average number of storeys
0.5	Car parking / dwelling
179m²	GFA per car parking space

Marchmont tenements

99	Dwellings / ha
1.32	GFA / site area
0.33	Footprint / site area
4	Average number of storeys
0.8	Car parking / dwelling
170m²	GFA per car parking space

Lochrin Place tenements

164	Dwellings / ha
1.89	GFA / site area
0.35	Footprint / site area
5.3	Average number of storeys
1	Car parking / dwelling
115m²	GFA per car parking space

Westfield

172	Dwellings / ha
1.23	GFA / site area
0.24	Footprint / site area
5	Average number of storeys
0.4	Car parking / dwelling
165m²	GFA per car parking space

Margaret Rose Avenue

23.6	Dwellings / ha
0.43	GFA / site area
0.20	Footprint / site area
2.1	Average number of storeys
1.7	Car parking / dwelling
106m²	GFA per car parking space

21st Century Homes - Gracemount

69	Dwellings / ha
0.65	GFA / site area
0.23	Footprint / site area
2.9	Average number of storeys
0.8	Car parking / dwelling
119m²	GFA per car parking space

1.6 Incorporate existing views

Where views to interesting or landmark features exist, incorporate them into new development.

Policy References

- *Edinburgh Local Development Plan - Des 3*

This is particularly important in public areas, such as streets, squares and open space.

Sometimes a view might not be apparent on a site, for example because there is a building in the way. Site analysis will help establish whether a new view can be made. If it can, it should be incorporated into the design.

Private views are not generally protected through the planning system.

Notwithstanding this, there are some circumstances where views can be provided for new development and will be seen as contributing positively to the amenity of the development. Such circumstances include sites where it is unlikely that the view can be interrupted by subsequent development and where the view is to a landmark feature.

The height and massing of buildings can have a significant impact on views. The section on height and form contains specific guidance on this matter.

View to Craigmillar Castle—Castlebrae Wynd
The street is lined up to create the view to the castle.

Publicly accessible view
A publicly accessible view to Edinburgh Castle was created from the roof level of the Museum of Scotland.

Creating new views - Jackson's Entry off Canongate
Views to Salisbury Crags are framed by the retained historic buildings and the new development that resulted from the masterplan.

1.7 Incorporate natural and landscape features

Respond to existing variations in landform.

Protect and incorporate existing trees that are worthy of retention into the design of new open spaces.

Retain and incorporate other existing natural features into the design to reinforce local identity, landscape character, amenity and optimise value of ecological networks.

Address the coastal edge and watercourses positively and protect flood plains.

De-culvert watercourses and integrate them with the site layout and function.

Define the urban edge to conserve and enhance the landscape setting and special character of the city.

Policy References

- ***Edinburgh Local Development Plan - Des 3, Des 9, Des 10***

Existing landscape features can contribute strongly to the quality of new development. Wherever possible these should be integrated into the design. The Council will take particular interest in the retention of historic features and existing habitat.

Watercourses should be addressed positively by incorporating them into accessible green networks, and ensuring security through natural surveillance and appropriate design such as active frontages.

Waterside sites can present an unique opportunity for innovative design. Flooding issues should be fully understood.

In some instances, public access is inappropriate in some areas because of the need to protect wildlife habitat. For example, the south side of the Union Canal is of particular habitat value and care should be taken to ensure protection of its biodiversity value. Similarly, the biodiversity of the Water of Leith benefits from a lack of public access to some of its banks. In redevelopment of sites along the Water of Leith a 15m setback or substantial ecological mitigation will be required to maintain the ecological potential of this strategic blue/green network.

The design of the urban edge should form a clear transition between the urban area and surrounding countryside. The retention, enhancement and integration of existing trees, shelterbelts and hedgerows helps integrate development with the character of the surrounding countryside and provide opportunities to extend habitat networks (see section 3.5). Existing trees should be located in open space as opposed to residential gardens.

(Image to be updated later - photo of retaining woodland and deculverting).

Where suitable landscape features do not exist it may be necessary to create a substantial woodland edge. These should provide the necessary space for native woodland habitat to achieve maturity and accommodate multi-user paths and links to the wider countryside.

Retaining trees
New mature trees were planted alongside this retained tree in the Grassmarket.

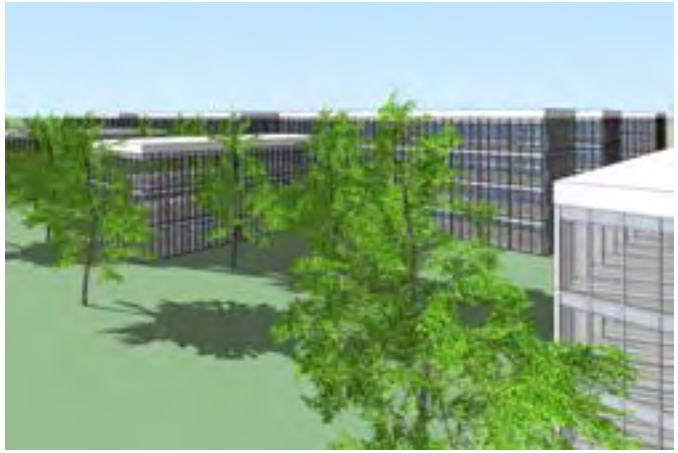
Integrating trees—Glasgow Road
Trees from the former Gogarburn Hospital site were carefully integrated into the development

In some situations, where new residential and civic architecture will enhance the townscape, or the urban edge adjoins recreational facilities or greenspace, a permeable edge of parkland trees and active travel routes may be considered.

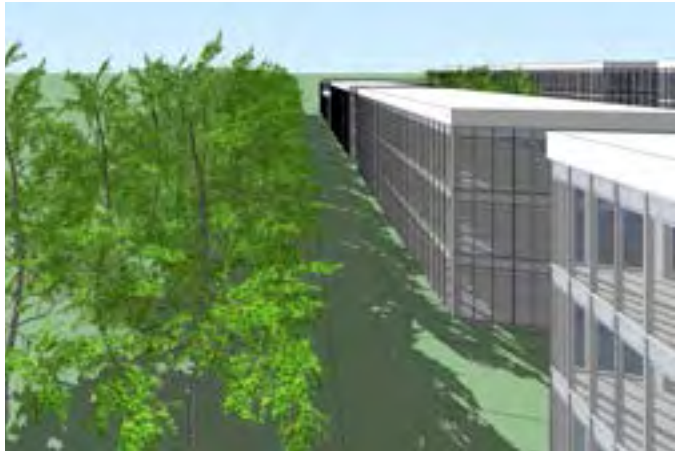
Topographical features such as ridges and valleys also combine to provide natural barriers, which can help to direct development to the most appropriate locations whilst contributing to the setting and identity of the city.

Archaeological Interpretation
The archaeological remains of the Flodden Wall are below these markings in the hard landscape of the Grassmarket. Their retention helps the understanding of the history of the city.

New connections—Westfield Avenue
As well as providing an attractive frontage to the Water of Leith, this development provides a new footbridge over it. This greatly improves access within the area.



A soft edge between development and landscape
By creating 'fingers' of buildings, landscape can be brought into the development, blurring the edge between the two.



A strong edge between development and landscape
Where development forms a strong urban edge it is important to create an equally robust landscape edge.

Frontage onto the Union Canal—Fountainbridge
As well as providing mooring space and so promoting the Canal's recreational use, the development at the end of the Canal provides an attractive frontage with bars and restaurants facing onto it.

1.8 Incorporate existing built features

Incorporate existing buildings and boundary elements (even if they are not listed or in a conservation area) where they can contribute positively to new development.

Re-use elements from existing buildings, particularly where there is an historical interest. Protect and enhance existing archaeology.

Policy References

- *Edinburgh Local Development Plan - Des 3, Des 8, Env 8, Env9*

Where there are known or suspected archaeological remains within the landscape surveys, evaluation and desk top studies should be carried out, in consultation with the Council's Archaeological Service. The evaluations may highlight features to be considered in any design proposal and the formulation of future mitigation strategies. In some cases this should be explained by the use of interpretation or provided with an enhanced landscape setting. (see section 3.2 - Open Space)

Incorporating a boundary wall—Hart Street
This stone wall was re-used and incorporated into the new house

Transforming a building's use—Anderson Place
This bond building was transformed into flats

Reusing an existing building—East Market Street
The shell of this building was transformed into a gallery.

Boundary walls in villa areas—Newbattle Terrace
Boundary walls are extremely important to the character and appearance of villa areas. The size and number of new openings to them should be minimised.

Reusing building materials—Holyrood Road
Stone from the partially demolished Queensberry House was used in the walls in the exterior of the Scottish Parliament

2. Designing Buildings

This chapter sets out the Council's expectations for how features within the built form relate to its setting. The overall composition of streets is shaped by how individual buildings work together, creating the unique visual character through repetition, variety and focal points within the street scene.

The key aims are for new development to:

- Have a positive impact on the immediate surroundings, wider environment, landscape and views through its height and form, scale and proportions, materials and detailing, positioning of the buildings on site, integration of ancillary facilities, health and amenity of occupiers.
- Repair the urban fabric, establish model forms of development and generate coherence and distinctiveness where the surrounding development is fragmented or of poor quality.
- Achieve high standards of sustainability in building design, construction and use and be adaptable to future needs.
- Support social sustainability by designing for different types of households.
- Address the street in a positive way, to create or help reinforce sense of place, urban vitality and community safety.
- Balance the needs of pedestrians, cyclists, public transport users and motorists effectively and minimise the impacts of car parking through a design-led and place specific approach.
- Enhance the environment, manage exposure to pollution and reduce overall emissions.

2.1 Height and form

Match the general height and form of buildings prevailing in the surrounding area.

Where new developments exceed the height of neighbouring buildings ensure they enhance the skyline and surrounding townscape.

Ensure new high buildings conform to the section 1.2 on City skyline and views.

Policy References

- ***Edinburgh Local Development Plan - Des 4a, Des 11***

The Council wants new development to integrate well with existing buildings and spaces. This means new buildings that are clearly higher than their neighbours should be avoided. This helps protect the visual character of areas where there are uniform building heights. It also helps protect key views.

The height of the part of the building where the external wall meets the roof (the eaves) is at least as important to the perception of height as the height of the top of the roof (the ridge). This means that new buildings should sit within the form set by the eaves and ridge of neighbouring buildings. This is particularly important in situations where there are established building heights, for example tenement streets, mews streets and villa areas.

Well-designed architectural features that rise above this height, and which would contribute to the visual interest of the city's streets and skyline and not adversely affect key views, may be acceptable in exceptional circumstances.

Existing high and intrusive buildings will not be accepted as precedents for the future. They should be replaced with more sensitively scaled buildings when their redevelopment is in prospect.

The impacts of height in relation to aerodrome safety should be considered.

The right height—Fountainbridge
The height of the modern building is very similar to its historic neighbour. This helps to integrate it into its surroundings.

Too low?—Pitt Street
This recent development above could have been improved if its eaves height had matched those of it neighbours. The effect is that the building appears too small.

Matching heights in villa areas
It is important that new buildings in villa areas have similar heights to their neighbours. In this example, the modern building in the middle of the image is designed so that the height of its main walls matches the eaves heights of the buildings on either side.

Matching the height of existing mews—Circus Lane
This newly built house matches the eaves and ridge heights of the adjacent historic mews buildings.

Making a new landmark—Gardner's Crescent
The height of the office is justified by it creating a landmark to highlight the end of the Union Canal which also serves to terminate views from Gardner's Crescent. This situation is considered exceptional. Care has been taken to ensure that this building contributes positively to local skyline views with its three dimensional form - particularly at the top levels. It should be noted that this site is less sensitive than the example below where the architecture of surrounding streets is much more ordered. Note that landmarks do not necessarily need to be high buildings.

A landmark for the wrong reasons—Walker Street
The office tower has a negative impact on views from surrounding streets due to its inharmonious height & form.

Integrating into a street and key view
The set back of the upper floors and the materials chosen help integrate the buildings in the centre of the image into view from the Castle Esplanade.

Villa—Merchiston Park
The height and massing of this villa, which are similar to surrounding buildings, help to integrate it.

2.2 Scale and proportions

Harmonise the scale of buildings including their size and form, windows and doors and other features by making them a similar size to those of their neighbours.

Where the scale of proposed new development is different to that of surrounding buildings, ensure there is a compelling reasoning for the difference.

Policy References

- *Edinburgh Local Development Plan - Des 4 b)*

A typical example of a difference in scale being problematic is where new tenements are located next to older stone built tenements. Often the windows on the new building are smaller and a different shape and because the floor to floor heights are lower than the older buildings there will be an extra row of windows. This adds up to create a visual mismatch that can erode the character of the area.

In sensitive sites, floor to floor heights of new buildings should match their neighbours.

Where elevations have large projections or recesses, three dimensional views may be sought so that scale and proportions can be assessed.

Matching height, proportions and form—Hopetoun Crescent
The housing either side of the historic townhouses above has been designed to match the scale originally intended for this street.

Modern development with a similar scale—Wester Coates Gardens
This villa has large windows which help to integrate it with the scale of surrounding historic villas. The proportions of stonework help also.

Windows too small?
While the housing five storey tenement has the same eaves height it has much smaller windows than those of neighbouring tenements. The small scale creates an inharmonious relationship.

2.3 Position of buildings on site and in layout

Position new buildings to line up with the building lines of neighbouring buildings.

Where building lines do not exist, position new development to engage positively with streets and spaces and where the surrounding townscape character of the area is good, reflect it.

Use the positioning of buildings to create interesting and attractive streets and spaces

Where locating buildings in an historic landscape, ensure the essential characteristics of the landscape are protected.

When locating buildings adjacent or close to an historic building ensure the key views to and from a building and characteristics of the setting of the historic building are protected.

Position buildings carefully with a full understanding of the topography and environmental constraints of adjacent spaces and site.

Policy References

- *Edinburgh Local Development Plan - Des 4 c)*

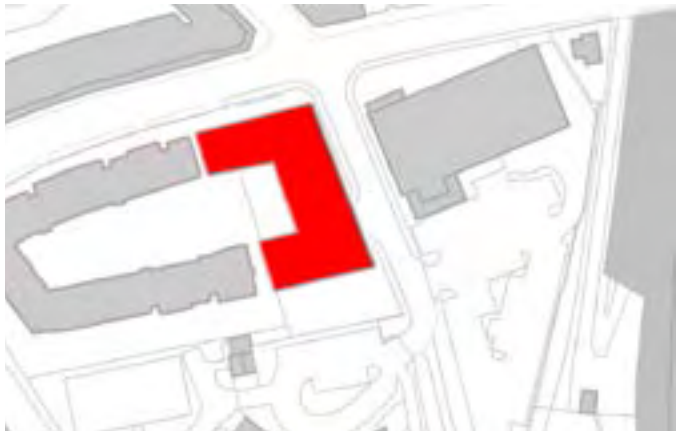
In areas of the city where buildings do not line up (for example the Old Town), plans of the wider context are extremely useful in helping to determine how well the proposed position of buildings on site is likely to make a positive contribution to the spatial character of an area.

Where back-land development would disrupt the spatial character of an area, it must be avoided.

Layouts should be designed to be attractive for all users and particularly pedestrians and cyclists.

Inserting buildings into a historic landscape must be done with a good understanding of the sensitive views and characteristics, and the setting of any historic buildings, in order that these can be protected. Landscape, visual and setting appraisals (section 1.1) should be used to guide the process.

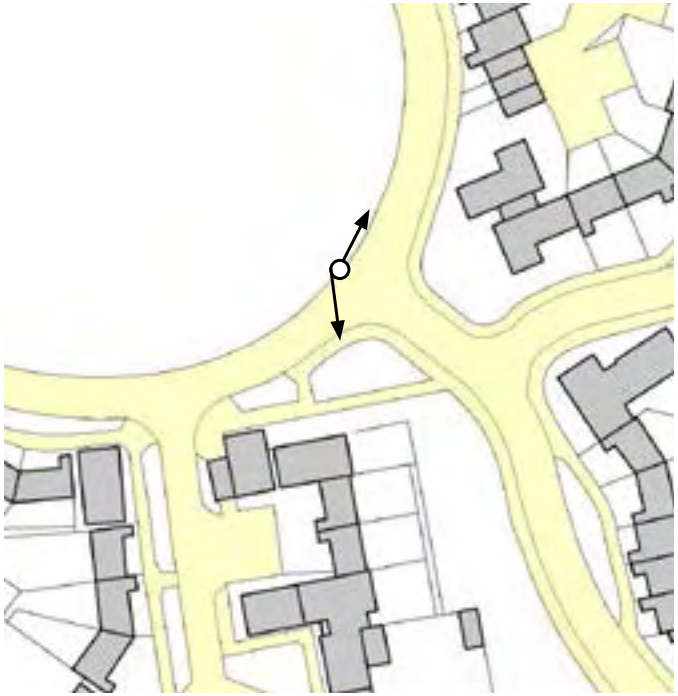
The wrong position
Positioning large buildings (coloured red) in the rear of villa plots can undermine the spatial character of the area.



Infill development in a tenement area:
The proposed building completes a block of development. This will allow active frontages to be placed onto streets and allow private space for the development in the courtyard that is formed between the buildings.

Infill development in a villa area:
The proposed building (shown in red) is roughly the same size in plan as its neighbours and is positioned so that its frontage is the same distance from the road as its immediate neighbours.

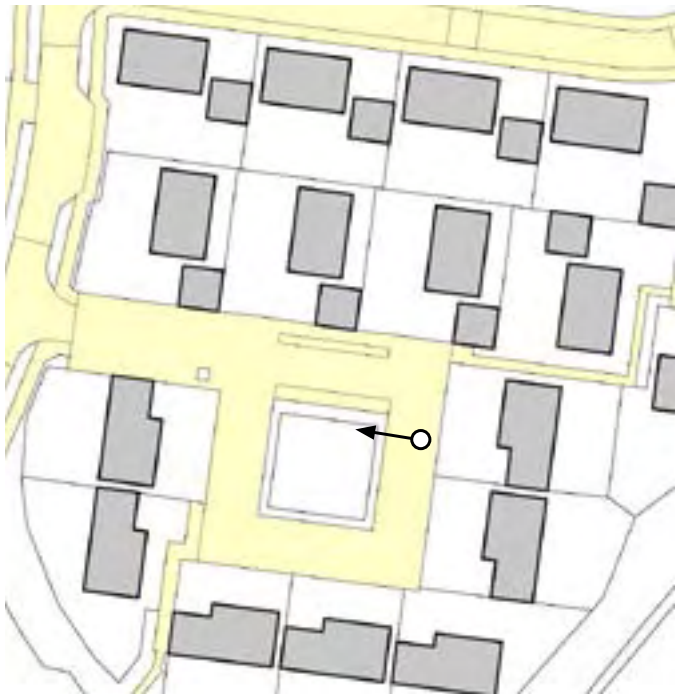
Varied building positions—Cakemuir Gardens
Varying the positions of the buildings in relation to the street helps create an interesting sequence of streets and spaces in the development—contributing to its attractiveness as a whole.



Creating contrasting spaces
By positioning the flats and houses close together, this provides space for a green in the middle of the development. This big space creates an interesting contrast with the streets around.

Courtyards—Brighouse Park Gait
Small groups of housing can be made to form courtyards

Image courtesy of Steve Tiesdell Legacy Collection



15m wide street—Woolmet Place
By integrating the parking into the street and having small front gardens, the street has been made narrower than a typical suburban street.

A village green—Muirhouses Square, Bo'ness
The houses are arranged to form a space that is similar to a village green. This can be used for residents for a range of uses and has good visual amenity.

Space within a space—Dublin Street Lane North
The buildings are positioned to create a range of spaces that contrast with the ordered streets of the New Town surrounding the site.

Image © Tim Francey

A range of spaces—Accordia, Cambridge
In this development in Cambridge, the houses are placed 6m apart to create a mews street. Its narrowness means that cars can't be parked in the street so garages have to be used. This helps the street be more pedestrian friendly and suitable for play. The images above right show some of the open space within the development.

Image © Tim Francey

Image © Tim Francey

Mews street—Donnybrook Quarter, London
This development provides terraces at upper levels, allowing relatively high density housing to come close together and achieve good quality outdoor space
Image courtesy of Steve Tiesdell Legacy Collection

Ordered frontage to Canal—Amsterdam
These houses are arranged to provide an attractive frontage to the Canal. The moorings provided are set out to allow a relatively continuous strip of habitat for wildlife.
Image courtesy of Steve Tiesdell Legacy Collection

Positioning trees carefully—Allerton Bywater, England
Trees are integral part of this housing development, lining streets throughout the development
Image courtesy of Steve Tiesdell Legacy Collection

Narrow street—Amsterdam
Cars, cyclists and pedestrians are all taken account of in this narrow street. A key feature are the climbing plants which add visual softness.
Image courtesy of Steve Tiesdell Legacy Collection

New suburban developments
In new suburban developments it will be expected that a range of different housing types will be provided and that these will be laid out to give range of different types of streets and spaces. These should integrate with the hierarchy of the streets in the surrounding area. This layout shows that a range of different streets and spaces can be created using similar housing types: Squares (1), narrow streets with garages to the side (2) and mews streets (3) can all be created with standardised house types.

2.4 Design, integration and quantity of parking

Welcoming, attractive and sustainable places balance the needs of pedestrians, cyclists, public transport users and motorists effectively.

Need for car parking can be set against opportunities to support other modes of travel, including maximising access to public transport.

Where car parking is required, its visual impact can be significantly reduced if strategies are design-led and place specific.

Successful parking layouts are likely to offer a range of solutions that are convenient, efficient and well integrated within a high quality public realm.

Car parking maximums should be applied for all developments, though careful consideration must be given to mitigating potential parking over-spill to surrounding streets.

Safe, secure, and convenient cycle and motorcycle parking facilities are to be provided as part of new developments.

Electric vehicle charge points should be provided for developments where 10 or more car parking spaces are proposed.

Car club initiatives are encouraged to promote car use as a shared resource and reduce pressure for parking.

Policy References

- ***Edinburgh Local Development Plan – Des 7, Tra 2, Tra 3, Tra 4***
- ***Local Transport Strategy – Cars 1, Cars 3, Env 2, Park24, Park25, Park26***
- ***Sustainable Energy Action Plan – Programme 5 Sustainable Transport***

The design, integration and quantity of parking within developments has a huge impact on the quality of our places and the way we use them.

Welcoming, attractive and sustainable places balance the needs of pedestrians, cyclists, public transport users and motorists effectively. Whilst it is recognised that car travel will continue to form a key transport mode, the need for car parking can be set against opportunities to support other modes of travel, including maximising access to public transport. Reducing the impact of the car not only creates more a sustainable place to live, but helps to address congestion, air pollution and noise, and improves the public realm.

Poorly conceived parking strategies have implications which stretch much wider than a site's boundaries. For example, large expanses of car parking can be visually intrusive and detrimental to the area's character and appearance in addition to encouraging non-essential car trips. Likewise, insufficient provision can be equally damaging in areas which are not designed to accommodate large quantities of on-street parking.

Defining a successful parking strategy

Parking strategies should be design-led and place specific.

Clearly if an area is well connected to amenities which are accessible by foot, bicycle or public transport, the need for car parking will be lower than in less accessible areas. In these instances, cycle parking may form the majority of a site's parking provision. Pedestrian desire lines within and adjacent to each site should be identified at the outset to inform proposals which prioritise safe and convenient pedestrian movement.

Where car parking is required, a successful parking strategy is likely to offer a range of solutions that are convenient, efficient and well integrated within a high quality public realm. The provision of a variety of parking solutions also reduces their visual impact.

Exploring options for car parking in new developments

In residential developments, a mix of on-street, side-of-property and underground parking should be maximised, whereas rear courts, integral garages and front-garden parking should be minimised. If garage parking is considered, dimensions should permit their effective use for that purpose. Car ports positioned to the side of properties can be a good alternative to garages.

Underground parking is a good solution and is practical for developments of a size where access ramps can be accommodated or topography easily permits its use. The effective design of underground

(More mages to be inserted later)

parking permits buildings to be located forward on the building plot creating a more active street environment and maximises private space to the rear of buildings. Where surface parking would have a detrimental impact on the public realm, rooftop parking should be explored if underground parking cannot be accommodated.

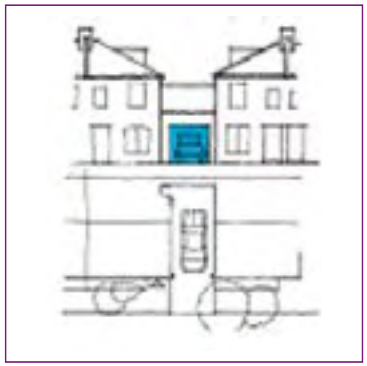
Source: SCOTS Road Development Guide

If parking is at ground level, building layouts should enclose and enable surveillance of this area(s) as much as practicable. Developments which tend to require higher levels of parking such as retail outlets, supermarkets and offices should be located to the streetward side of development sites with car parking to the rear.

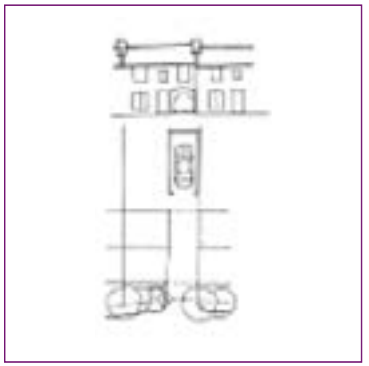
The shared use of parking areas is desirable provided this works without conflict, such as for mixed use developments where uses are populated at different times of day. This arrangement may result in a reduction of the number of total parking spaces needed.

Smaller scale on-plot car parking options for residential developments:

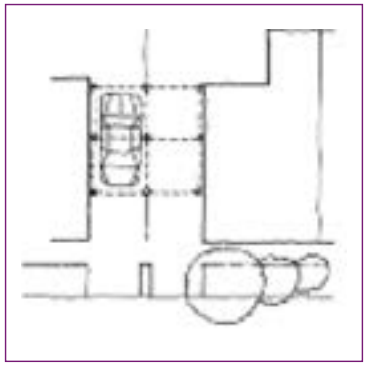
Mews Court:



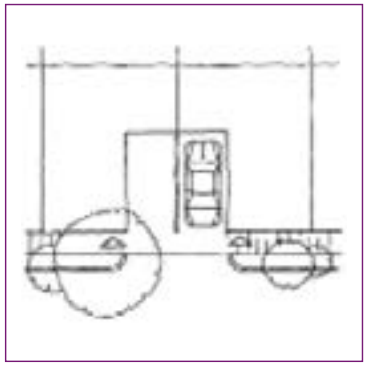
Attached Garage:



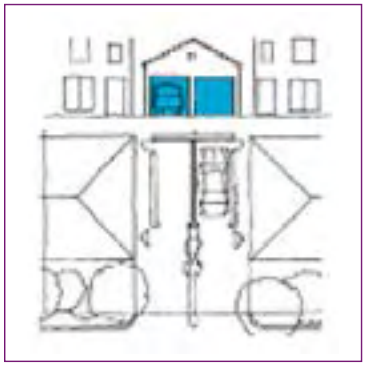
Cut out or drive through:



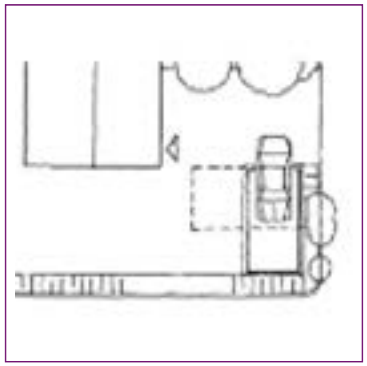
Car Port:



Hardstanding:

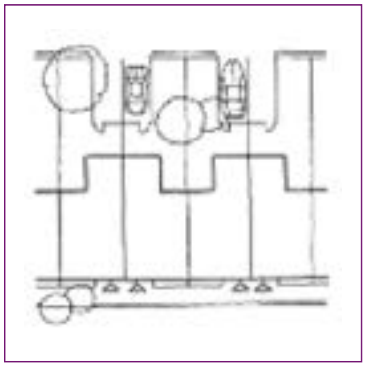


Detached Garage:



Detached Garage to Front:

Integral Garage:



Rear Court:

Source: ***Space to Park website***

Open space and landscaping

Parking should not be provided at the expense of delivering open space required as a setting to development. Where a development has a large area(s) of parking and insufficient open space, this may indicate over-development in which case the design should be revised.

The appearance of external car parks should be enhanced by a structure of tree and hedge planting; arranged both within the vicinity and along its boundaries. It is expected that the quantity of planting within car parks will correspond to the number of parking spaces. 50m2 planting is required for every 20 car spaces (or 250m2 of parking space), accommodating four trees. For each 100 car spaces an additional 100m2 of planting will be required.

Planting should be used to clarify pedestrian and vehicular circulation and be subdivided into compartments of 50-100 cars for ease or orientation. Tree planting in car parks should be in linear trenches, or if that is unavailable, large treepits with underground support structures to ensure robust growth of trees. Full details will be required. Design should also ensure accidental damage to planting by vehicles is avoided. Perimeter planting requirements will be assessed depending on the context of the car park and its surroundings.

Inclusion of robust structural landscape with trees and hedges helps to reduce the potentially negative visual impact of the car park.

Parking spaces for people with disabilities

Under the Disability Discrimination Act 2005 as amended by the ***Equalities Act 2010***, it is the responsibility of site occupiers to ensure that adequate provision is made for the needs of people with disabilities.

A proportion of car parking spaces must be accessible to a person with mobility impairment, including a wheelchair user (whether driver or a passenger), with the spaces designated for use as such. If it is known that there will be a disabled employee, this space should be exclusive of the disabled parking standard required. It should be noted that a larger number of spaces may be required at facilities where a higher proportion of disabled users/visitors will be expected, for example health and care facilities.

Disabled parking bays should be designed so that drivers and passengers, either of whom may be disabled, can get in and out of the car easily. Disabled parking bays should be located close to entrances and level access should be provided between them. ***SCOTS*** (Section 3.6.3) provides disabled parking design details that should be adhered to.

For on-street disabled parking bays, there will be a requirement to promote an associated Traffic Regulation Order (TRO), so that use of the spaces can be enforced. Developers will be expected to fund the associated costs of the TRO.

Parking spaces for bicycles

The Council is committed to increasing cycling's share of travel in the city in line with the targets set-out in the ***Active Travel Action Plan.*** High quality cycle parking, including secure storage, is essential in making cycling as attractive as possible.

Cycle parking should be considered in-terms of two provision types – long stay and short stay.

Long-stay parking is likely to be required in residential developments, nurseries/schools, further education centres, and places of employment, as cycles are generally parked for long periods of a day. Focus should therefore be on the location, security and weather protection aspects of cycle parking design. It is recommended that associated facilities, including lockers, showers and changing rooms, are provided at land uses where long stay cyclists require them.

Short-stay parking should, as a minimum, serve all other development types and should be available for customers and other visitors to use. Short-stay parking should be convenient and readily accessible, preferably with step-free access and located close to entrances.

In many cases there will be a requirement for both long and short-stay provision to accommodate the differing needs of employees, residents and students, versus the requirements of customers or visitors to a site.

Where it is not possible to provide suitable visitor parking within the curtilage of a development or

in a suitable location in the vicinity agreed by the Council, the Council at their discretion may instead accept additional long-stay provision, or as a last resort, contributions to provide cycle parking in an appropriate location in the vicinity of the site.

Where it is not possible to provide adequate cycle parking within residential dwellings, the 'Garages and Outbuildings' section of ***Council's Guidance for Householders*** should be referred to as it provides links to practical cycle storage advice including on-street and garden provision.

Developers should include details of on-site cycle parking/storage on the relevant drawing(s) and early consideration of the location and type of provision is required to avoid retrofitting at the end of the design process.

To ensure that cycle parking/storage is implemented, developers are expected to specify that the cycle parking/storage provision (as agreed with the Council) shall be fully implemented prior to the operation or occupation of the approved development. This should be clearly stated on the relevant drawing(s) prior to the determination of the application. Developers will also be expected to set out how the facilities shall be retained throughout the lifetime of the development.

All cycle parking should be consistent with the design details set out in the forthcoming cycle parking factsheet (later in 2017 – within Section 4 of this Guidance) and should also reflect ***section 8.3*** of ***Cycle by Design*** which also details storage facilities.

Parking spaces for motorcycles

Parking provision for motorcycles are likely to be in demand around educational establishments, workplaces, shopping and leisure destinations, and residential areas lacking in private car parking opportunities. If motorcycle parking demand is unmet this disincentives motorcycling and will potentially result in informal motorcycle parking which proves hazardous to pedestrians by blocking footways, as well as inconveniencing cyclists should cycle parking facilities be misused.

In terms of convenience, flexibility and security, motorcyclist requirements are akin to cyclists, with ***good practice*** design stating that motorcycle parking provision associated with new developments should be near, clearly marked, secure and safe to use.

Sites should have anchor points, quality non-slip level surfacing, CCTV and/or natural surveillance, be located away from drain gratings and protected from the elements as well as having good lighting. For long stay parking, such as workplaces, lockers to allow storage of clothing and equipment and changing facilities should be provided. ***SCOTS*** Section 3.6.5 provides further design details for motorcycle parking.

For houses, provision could be in a garage or a secure rear garden with suitable exterior access. For flatted developments, covered and secure facilities should be provided.

Electric vehicle charging infrastructure

Edinburgh has already begun to make huge progress in encouraging the adoption of electric/hybrid plug-in vehicles, supporting the early market through deployment of an extensive recharging infrastructure. As plug-in vehicles make up an increasing percentage of the vehicles on our roads, their quieter operation compared to internal combustion engine-powered vehicles will mean that a major source of noise in our society will decrease (see Section 2.5 - Environmental Protection).

To ensure that the infrastructure required by the growing number of electric vehicles is available; one fully wired, connected, and ready to use electric vehicle charging point must be provided for every five spaces on proposals where ten or more car parking spaces are proposed. It should be noted that electric vehicle parking spaces will typically be counted as part of the car parking provision and not in addition to it. The delivery of charging points should not exclude parking spaces for Blue Badge holders.

Fast charging provision will be required for residential developments, whilst for all non-residential developments, rapid charging will be required (both are detailed in the following Technical guidance). These should be demonstrated in the Design and Access Statement.

For individual dwellings with a driveway or garage, passive provision of an electric vehicle charging point must be made so that a charging point can be added in the future. Passive provision requires the necessary underlying infrastructure (e.g. capacity in the connection to the local electricity distribution network and electricity distribution board, as well as cabling to parking spaces) to enable simple installation and activation of a charge point at a future date.

Typical charging equipment which tends to be in the form of charging posts or wall mounted charging units

As informed by the ***UK Electric Vehicle Supply Equipment Association (UKEVSE)***, there are various names for electric vehicle charge point equipment including charging post, charging point and charging station. Charging point or charge point is sometimes used to describe a single socket rather than equipment possessing multiple sockets.

Source: Code of Practice on Electric Vehicle Charging Equipment Installation (IET Standards, 2012)

Fountain Park installation of underground car-park electric vehicle charging

Fast charging is typically charging from a charge point socket or tethered plug capable of delivering a minimum 7kW power outpu efficiency of the vehicle AC to DC converter.

Rapid charging is typically from a charge point with tethered plugs that can provide a significantly higher power output than both fast charging and can generally charge an EV to 100% in an hour or less. AC three phase rapid charging is typically at 43kW power output (at 63 Amps per phase from a three phase AC supply) utilising a tethered Type 2 plug attached to a charge point that resembles a forecourt petrol pump. The EV charge point communicates with the vehicle via Mode 3 before initiating a charge. 43kW units will charge a 24kWh battery to 80% in about 30 minutes. The vehicle onboard AC to DC converter (separate or integral to the motor) must be capable of accepting the higher level of charge. Some vehicles are fitted with such a converter as standard, others offer it as an option and some only accept DC rapid charging.

Provision for car club vehicles

Car clubs are well established and have been in operation in Edinburgh since 1999. Car clubs are membership based and provide access to pay-as-you-go cars and vans parked in clearly marked spaces in publicly accessible locations.

An increasing number of people find that using a car club is cheaper and more convenient than owning a car, and businesses may utilise this facility to provide fleet vehicles for employees. LDP Policy Tra 2 (Private Car Parking) states that where complementary measures can be put in place to make it more convenient for people not to own a car, such as access to a car club scheme, reduced car parking provision may be justified.

Early dialogue with the Council and a car club representative should take place to establish the acceptability of the location and any practicalities in implementing a car club scheme as part of a new development. Where car club spaces are considered acceptable as part of a new development the Council will require a financial contribution towards the cost of this provision (refer to the ***Council's Guidance on Developer Contributions and Affordable Housing***).

For housing developments, prospective residents should be made aware of the car club facility as part of a welcome pack associated with a Travel Plan.

Parking Standards

Parking Standards (the Standards) are a tool for managing the levels of parking associated with new developments. The Standards set maximum limits for car parking to restrict excessive provision, while setting minimum levels for cycling, motorcycling and electric vehicles to encourage a shift from the private car to alternative, more sustainable modes of travel.

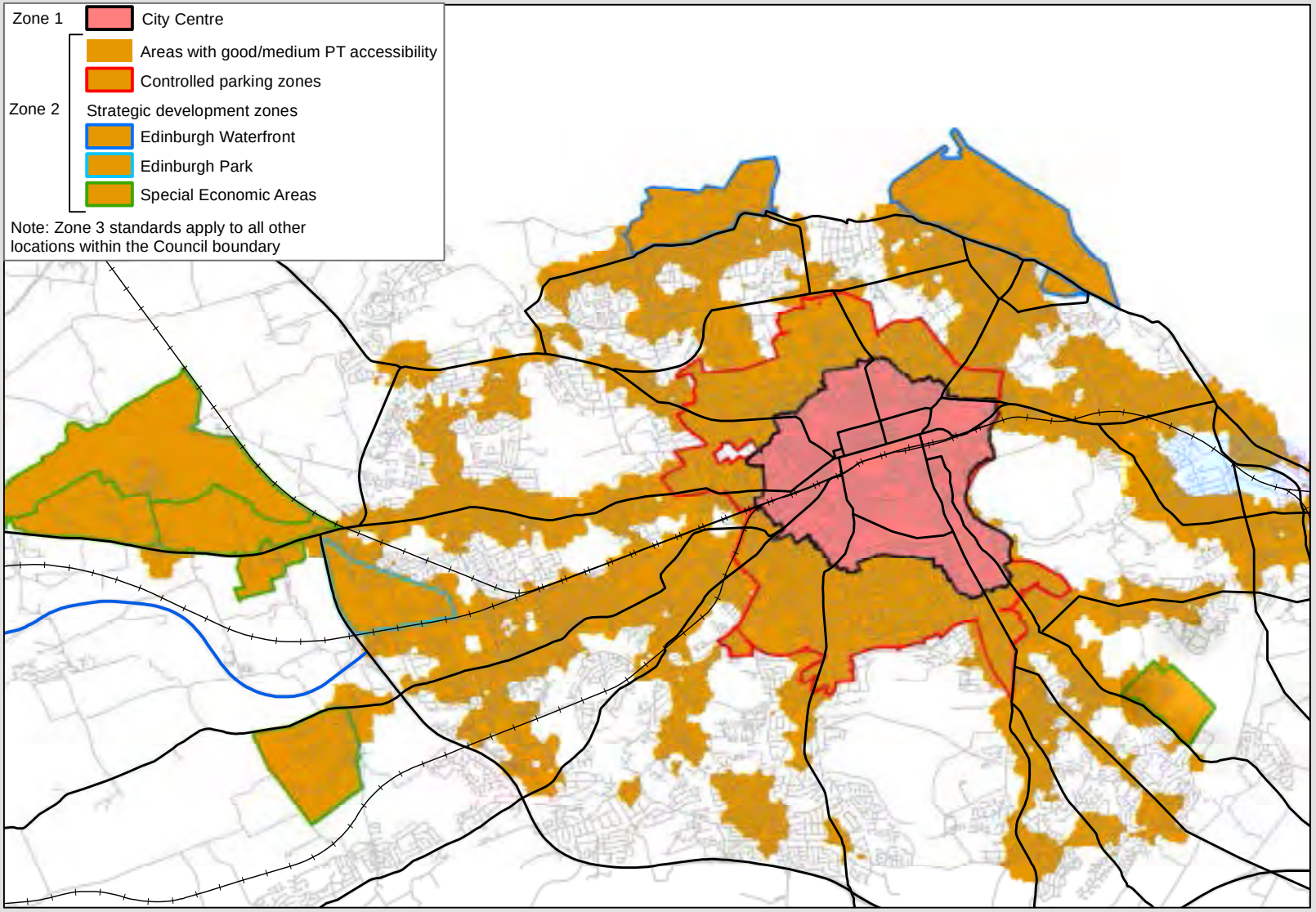
The zones and parking requirements in the Standards are aligned to public transport accessibility levels, Controlled Parking Zones, and strategic development areas. The Standards for zones with good public transport accessibility require comparatively less car parking whilst those for zones which are less accessible require more car parking. The standards also align to Planning Use Classes.

In some instances the level of parking proposed will be lower than the maximum limits set by the Standards. Potentially zero provision will be justifiable in highly accessible and dense locations such as within the city centre. In less accessible locations, zero provision or low levels of parking provision will only be considered where carriageway widths are sufficiently wide to safely accommodate on-street parking (carriageway widths will be detailed in the final version of the Guidance later in 2017; in the interim SCOTS section 3.1.3 provides design details including Housing Road Widths), and where it has been determined that there are no existing parking pressures on surrounding streets. The quantity of parking spaces proposed should not be reduced to a level which would have a detrimental impact on the surrounding area.

Applicants will be required to justify parking provision for new developments as part of their submissions for planning permission. The Standards for different types of development are shown in the tables within this section. If there is no standard provided, Transport Assessments or supporting transport information covering the likely impact on traffic congestion, the availability and opportunities for public transport, and the availability of on and off street parking, should be used to inform parking provisions for larger developments. Transport Assessments should be in line with but not limited to the principles set out in section 2 of Transport Scotland's Transport Assessment Guidance.

Public transport accessibility levels are measured by taking account of the distance from any point to the nearest public transport stop, and service frequency at that stop. The higher the score, the greater the level of accessibility. The parking zones map should be used to inform the provision to be applied at a specific development, in a given area of the city. The map can also help when considering opportunities for higher density developments – note a link to updated GIS mapping will be provided in the final version (later in 2017).

In calculating the level of car parking required, the Standards generally relate to gross floor areas unless otherwise stated (i.e spaces per habitable rooms in the case of residential developments). When the measurement relates to staff numbers, this should be taken as a full time equivalent member of staff.



Parking standards for each relevant planning use class

		Car Parking Maximum								Cycle Minimum		Motorcycle Minimum	
	New Zone Reference	Zone 1		Zone 2				Zone 3		Employees	Customers	Employees	Customers
	(Comprising Existing Zone)	*1*	*2*	*3a*	*3c*	*5b*	*5c*	*4*	*6*				
Class 1 Shops /	Retail Warehouse (public use)	500		50				30		500	1000	4000	2000
Class 2 Financial &	Retail Warehouse (trade only)	3000		360				180		1000	2000	8000	4000
Prof'snal Services	Shops < 500m²	100		50				25		250	500	2000	1000
	Shops > 500m²	70		35				20					
1 space per	**Class 2**: Financial/Pr'fsnal S'rvcs	100		50				25					
Xm² GFA	Disabled parking	One space for each employee who is a disabled motorist, plus 3 bays or 6% of total capacity whichever is greater for visitors.											
	Electric vehicles	For schemes where 10+ car parking spaces are proposed, one electric vehicle charging point should be provided for every five spaces.											

Class 3 Food & Drink		Zone 1	Zone 2	Zone 3	Cycle	Motorcycle
(incl. pubs & hot	*1 space per Xm² of GFA*	20	14	11	75	1 per 20 car spaces
food takeaways: suis	Disabled parking	One space for each employee who is a disabled motorist, plus 3 bays or 6% of total capacity whichever is greater				
generis)	Electric vehicles	For schemes where 10+ car parking spaces are proposed, one electric vehicle charging point should be provided for every five spaces.				

Class 4 Business / Class 5 General Industry / Class 6 Storage & Distribution					Cycle		Motorcycle	
		Zone 1	Zone 2	Zone 3	Employees	Customers	Employees	Customers
1 space per	**Class 4**: Business	500	63	35	150	1000	1000	4000
Xm² GFA	**Class 5**: General Industry	1000	125	70	300	2000	2000	8000
	Class 6: Storage/Distribution	3000	385	210	900	6000	6000	16000
	Disabled parking	One space for each employee who is a disabled motorist, plus 2 bays or 5% of total capacity whichever is greater						
	Electric vehicles	For schemes where 10+ car parking spaces are proposed, one electric vehicle charging point should be provided for every five spaces.						

Class 7 Hotels		Zone 1	Zone 2	Zone 3	Cycle	Motorcycle
	1 space *per X bedrooms*	5	2	1	10	1+1 per 20 car spaces
	Coach parking	1 coach space per 50 rooms (need not be on-site)				
	Disabled parking	One space for each employee who is a disabled motorist, plus 3 bays or 6% of total capacity whichever is greater				
	Electric vehicles	For schemes where 10+ car parking spaces are proposed, one electric vehicle charging point should be provided for every five spaces.				

Class 8 Residential Institutions		Zone 1	Zone 2	Zone 3	Cycle	Motorcycle
	Residential Homes: *X beds*	10	5	4	15	25
1 space per	Disabled parking	One space for each employee who is a disabled motorist, plus 10% of total capacity				
	Electric vehicles	For schemes where 10+ car parking spaces are proposed, one electric vehicle charging point should be provided for every five spaces.				

Class 9 Housing		Zone 1 and 2	Zone 3	Cycle	Motorcycle
	Studio/ 1 room	1	1	1	1 per 25 units
(includes all forms of	2 rooms			2	
housing & also flats:	3 rooms		1.5		
suis generis)	4 or more rooms		2	3	
	Disabled parking	From a threshold of 10 dwellings (where parking is communal) – 1 bay or 5% of total capacity whichever is greater			
	Electric vehicles	For schemes where 10+ car parking spaces are proposed, one electric vehicle charging point should be provided for every five spaces. For individual dwellings with a driveway or garage, passive provision of an electric vehicle charging point should be made so that a charging point can be added in the future. This should take the form of a 7 kw socket within a garage for example.			

Class 10 Non-Residential Institutions		Zone 1	Zone 2	Zone 3	Cycle	Motorcycle
	Schools/nurseries: *staff*	15	3	2	2 (+1 per 7 staff + 1 per 10 pupils)	1(+ 1 per 25 staff)
1 space per	Libraries: *m² Public Floor Area*	150	68	50	100 m² (+1 per 7 staff)	1(+ 1 per 25 staff)
X	Church/comm. Hall: *GFA*	120	50	40	67 m²	1
	Disabled parking	One space for each employee who is a disabled motorist, plus 3 bays or 6% of total capacity whichever is greater				
	Electric vehicles	For schemes where 10+ car parking spaces are proposed, one electric vehicle charging point should be provided for every five spaces.				

Class 11 Assembly & Leisure		Zone 1	Zone 2	Zone 3	Cycle	Motorcycle
	Cinemas/theatres: seats	24	10	6	50	1+1 per 20 car spaces
	Golf courses	N/A	2 per hole	2 per hole	2	1+1 per 20 car spaces
	Swimming: 1 per *pool area m²*	60	25	15	10	1+1 per 20 car spaces
	Disabled parking	One space for each employee who is a disabled motorist, plus 3 bays or 6% of total capacity whichever is greater				
	Electric vehicles	For schemes where 10+ car parking spaces are proposed, one electric vehicle charging point should be provided for every five spaces.				

Suis Generis		Zone 1	Zone 2	Zone 3	Cycle	Motorcycle
Motor Trade	Display area: *Xm² GFA pr.space*	80	56	50	1 per 7 staff	1 (+ 1 per 25 staff)
	Spares: *Xm² GFA per space*	40	28	25		
	Service/repairs: *bays per space*	2	2	2		
	Staff: *per space*	15	4	1.5		
Student Flats	*1 space per X beds*	20	6	5	1	25
	Disabled parking	One space for each employee or student who is a disabled motorist, plus 3 bays or 6% of total capacity whichever is greater				

2.5 Environmental protection

Development should actively help enhance the environment, manage exposure to pollution and reduce overall emis-sions.

Adopt good design principles that reduce emissions (noise, air and light pollution) and contribute to better pollution management.

Balconies should be avoided in locations which experience poor air quality, and where there is excessive noise.

Policy References

- *Edinburgh Local Development Plan - Env22*
- *Local Transport Strategy - Env2, Env3*

Air Quality

The location and design of a development has a direct influence on exposure to elevated air pollution levels. This is particularly relevant where developments include sensitive uses such as residential uses, hospitals, schools, open spaces and playgrounds. Developers should maximise the contribution the building's design, layout and orientation make to avoiding the increased exposure to poor air quality and therefore these elements need to be considered at the initial design stage.

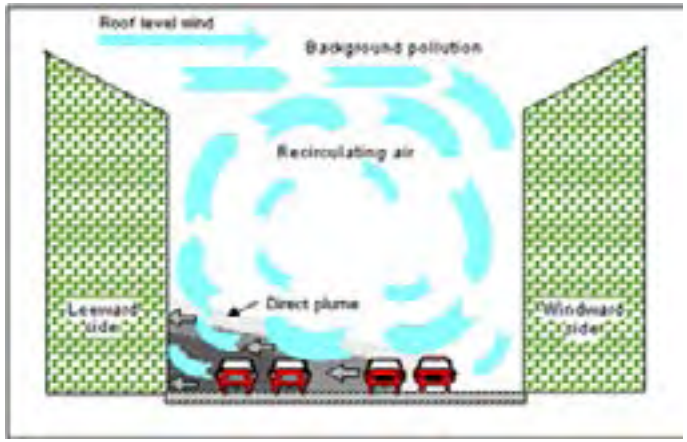
Good practice principles in the design stage should consider the following;

- New developments should not contravene the Council's Air Quality Action Plan, or render any of the measures unworkable;
- Wherever possible, new developments should not create a new "street canyon" or building layouts that inhibit effective dispersion of pollutants;
- Delivering sustainable development should be the key theme for the assessment of any application;
- New development should be designed to minimise public exposure to pollution sources, e.g. by locating habitable rooms away from busy roads, or directing combustion exhaust through well-sited vents or chimney stacks;

Source: Draft Delivering Cleaner Air for Scotland, Development Planning & Development Management Guidance (Environmental Protection Scotland & Royal Town Planning Institute Scotland, 2017).

There are other relevant national guidance and policy which should be adhered to including Planning Advice Note 51 (Revised 2006): Planning, Environmental Protection and Regulation and Cleaner Air for Scotland: The Road to a Healthier Future, November 2015 .

Air flow pattern in a street canyon –Where vehicular traffic is expected street canyons should be avoided



Source: ***urban-air-pollution-modeling***

Developers should also consider the location of outside space including gardens, balconies and roof terraces proposed in areas of particular poor air quality. These should be screened where practical with exposure minimised through appropriate positioning and design. Buffer zones may be a practical solution.

Protecting internal air quality

To protect internal air quality, developers should specify environmentally sensitive (non-toxic) building materials. The use of materials or products that produce VOC (volatile organic compounds) and formaldehyde which can affect human health should be avoided. It is also important to maintain combustion plant and equipment such as boilers and ensure they are operating at their optimum efficiency to minimise harmful emissions.

Noise

Excessive road traffic noise can impact greatly on daily life. In addition to reducing general quality of life, excessive noise can damage health and harm the environment. But it can also have an economic impact, for example by potentially affecting tourism, learning and workplace productivity.

The Council has 21 Noise Management Areas and 14 Quiet Areas across the city to deal with environmental noise. Developers should implement measures in their schemes to protect occupiers and the general environment from noise, and more specifically to protect and enhance designated quiet areas.

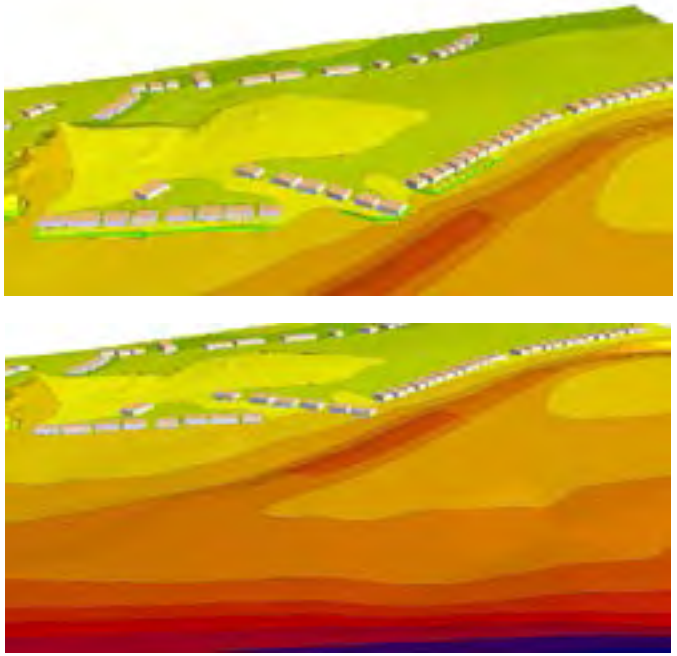
Where a proposed development will emit noise, developers should incorporate the most appropriate mitigation measures into the design of new schemes to minimise future noise complaints. Reference should be made to Planning Advice Note 1/2011 Planning and Noise.

The density and mix of uses within Edinburgh contribute to the vibrancy of the Place. However, noise associated with this mixture of landuses can be a nuisance to sensitive occupiers. New development containing sensitive uses that are to be located near a noise generating use, such as pubs and servicing areas, should be designed to limit the exposure of the new use to the existing noise source.

Where a proposed development is likely to be exposed to noise, developers should implement the most appropriate measures to ensure amenity is protected. This could include locating noise sensitive areas/rooms away from the parts of the site most exposed to noises or designing the building so its shape and orientation reflect noise and protect the most sensitive uses.

Reference should be made to industry technical guidance and British Standards when addressing relevant issues, for example ***BS4142 – Method for Rating Industrial Noise Affecting Mixed Residential & Industrial Areas and BS8233:2014 - Guidance on sound insulation and noise reduction for buildings***

Noise modelling output at Burdiehouse showing reduced noise levels (lighter colouring) at residential properties with noise barriers installed



Without noise barrier
With noise barrier (bright green lines)
Source; Environmental Consultant Airshed
Planning application (Ref. No 16/06036/PPP) Residential properties proposed Burdiehouse Road, Edinburgh

Lighting

Further guidance is contained within Guidance Note; ***Controlling Light Pollution and Reducing Lighting Energy Consumption, PAN 51: Planning, Environmental Protection and Regulation and PAN 77: Designing Safer Places. Also the Council's Lighting Strategy should be adhered to.***

Contaminated Land

Early identification of land contamination issues enable the consideration of mitigation measures, phasing and the potential to implement less expensive, and more sustainable, in -situ clean up technologies. An assessment of the risks associated with developing contaminated or potentially contaminated land is essential to inform decisions about the appropriate level of treatment, clean up or sustainable remediation that may be required. The Council hold details on potentially contaminated land based on historic land uses. Where a site is affected by contamination it is the developer's or landowner's responsibility that the site is developed safely.

2 .6 Minimise energy use

Minimise energy needs through a combination of energy efficiency and the incorporation of low or zero carbon equipment.

Ensure low and zero carbon equipment is sensitively integrated into the design.

To support appropriate energy generation to help meet national targets.

Policy References

- *Edinburgh Local Development Plan – Des 6*

Energy Reduction in New Buildings

All new developments will be expected to meet the carbon dioxide emissions reduction targets set out within ***section 6*** – Energy and ***section 7*** – Sustainability of the current Scottish Building Regulations through a combination of energy efficiency and low or zero carbon technology.

For all applications, the sustainability statement form (S1) should be completed and submitted with the application.

Heat Mapping

Supplementary Guidance will be prepared regarding heat mapping and consideration of the potential to establish district heating and/or cooling networks and associated opportunities for heat storage and energy centres - as well as regarding how implementation of such initiatives could best be supported.

Minimising energy use through careful design—Fala Pl
This housing development achieved a BREEAM excellent award in recognition of it high standards of sustainability. It achieves this through a range of measures including insulation, air tightness and heat recovery.

Integrating micro renewables—Kings Buildings
Solar Panels are integrated into the design of the elevation.

2.7 Materials and detailing

Materials and detailing

Harmonise materials on new development with the materials used on surrounding buildings.

Use sandstone where sandstone is the commonly used building material.

Where alternative materials are used, these should either harmonise or provide a striking contrast.

Keep the number of materials on new development to a minimum.

Detail buildings to ensure they have a good visual appearance that lasts over time.

Use greenroofs where appropriate and creative detailing to help manage surface waterProtect and enhance biodiversity by incorporating habitat structures into the detailing of buildings.

Policy References

- ***Edinburgh Local Development Plan - Des 4 d)***
- ***Scottish Planning Policy***

Materials are key to whether development achieves sufficient design quality and whether it is appropriate for its context.

Edinburgh's distinctive appearance and character is partly a result of the limited palette of quality traditional materials that are used in its buildings. Much of the city's built heritage is characterised by sandstone buildings and slate roofs.

Some parts of the city, like the Old Town, use a wider range of materials in addition to these. In these areas there may be more scope to use alternative high quality materials than elsewhere.

The reasoning behind the selection of materials should be set out in a design statement.

The long term visual success of building materials is dependent on how they are detailed and how they weather. Some materials are more likely to suffer from adverse weathering such as staining. Where the Council thinks this might be the case, detailed drawings may be required to fully assess the proposals. The durability of particular materials can be assessed by examaning existing examples.

Construction techniques are available to incorporate habitat structures into the design of new buildings in order to increase biodiversity, for example bat and swift boxes. Further information can be found in 'Biodiversity for Low and Zero Carbon Buildings: A technical guide for new build If suitable habitats exist.

The following pages set out in more detail the Council's technical expectations for building materials.

The choice of building materials may be a condition of planning permission.

On larger or more prominent schemes, sample panels may need to be constructed for approval. This is to demonstrate how the proposed building materials fit together. This should include the hard landscape.

Section 3.8 Hard landscape sets out the Council's expectations for materials in hard landscaped areas.

High quality detailing and design—Circus Lane
Considerable attention to detail has helped create a very refined design. This building sets the standard for mews conversions within the city.

Stone

Edinburgh's distinctive sandstone forms the principal element in the city's traditional character and DNA.

Much of Edinburgh's sandstone was hewn from local quarries that are now closed; most famously Craigleith but also at other quarries such as Hailes, Humbie, Ravelston, Binnie and Granton.

It is expected that natural sandstone will be used as the main external building material in development where sandstone is the main material on neighbouring or nearby buildings or in the surrounding area. This is particularly important on facades that can be seen from the street.

This principle applies in conservation areas but also to other areas of the city with stone buildings including prominent areas such as arterial routes.

Sandstone in a villa area—Newbattle Terrace
Sandstone will be sought for new buildings in villa areas where the surrounding buildings are built of sandstone.

Scottish sandstone is still available from a few quarries, such as Clashach in Moray and Cullaloe in Fife, an excellent match for Craigleith stone. Pennine Sandstones – Crosland Hill can also provide suitable matches.

Where sandstone would be sought—Angle Park Ter.
If the white painted building were to be demolished, the Council would seek a sandstone for its replacement given the site's context of having sandstone buildings either side

Modern use of stone in an historic context
At the Museum of Scotland (above) rigorous and sculptural use of sandstone cladding provides the building with a striking contemporary aesthetic that responds positively to the surrounding historic context. Care needs to be taken with any proposal like this, that the detailing mitigates adverse weathering and staining.

Red sandstone, historically from the West of Scotland, contributes towards the city's DNA. It has been used effectively to help integrate modern buildings into historic areas where red sandstone is already used.

Granite is considered acceptable, where a contrast with surrounding buildings is appropriate (for example to emphasise important public buildings) and as a secondary element (for example on plinths where its robustness and good weathering characteristics help maintain the appearance of buildings)

The size of stone used should match that of nearby buildings.

If the white painted building were to be demolished, the Council would seek a sandstone for its replacement given the site's context of having sandstone buildings either side

Informatics Forum—Charles Street
Sandstone is built into vertically proportioned panels which are used to order the design of the elevations.

Cast stone and concrete

Cast stone and concrete are acceptable where their uniform appearance is appropriate and where measures have been taken to avoid adverse weathering such as the build up of dirt, streaking and staining.

It is important that there is a strong underlying reason for using cast stone or concrete rather than stone. One reason is that the design may be based around an idea of having very large or unusual shaped panels that would be very difficult to construct in single blocks of stone.

Measures to avoid adverse weathering include:

- Architectural details which control the water run-off from a facade in ways which enhance the weathering characteristics;
- The specification of the surface finish;
- The inclusion of sealants to the surface.

Like concrete, cast stone is manufactured with aggregate and a cementitious binder. Its appearance is intended to be similar to natural stone. Unlike naturally formed stone, which tends to be visually rich, blocks of cast stone appear alike. This can look dull in comparison with natural stone. This effect is emphasised over time when typically cast stone will weather in a more uniform way than similarly detailed natural stone.

Further information about pre-cast concrete cladding can be found at ***www.britishprecast.org.***

A mixture of cast stone & natural stone—Morrison St.
Cast stone was used at high level on the drum shaped part of the building while natural stone was used at low level on the corners.

In-Situ Concrete—Museum of Scotland
This concrete is used to sculptural effect on the museum building

Concrete used sculpturally—Horse Wynd
The sculptural potential of concrete is exploited in the Parliament wall with the patterned surface and integration of lights

Textures created with concrete—Princes Street
Concrete panels with textured surface treatment are used on this recent building on Princes Street.

Cladding

High quality metal cladding may be acceptable in some historic environments where there is already a range of building materials. It may also be acceptable where overt contrast is sought and considered appropriate. Appropriateness depends on the quality of the finish and detailing as well as the character of the surrounding environment—so while high quality metal cladding might be acceptable in some locations in the Old Town, it is less likely to be acceptable amongst the palatial frontages of the New Town. The surface finish of the cladding should be raw or treated metal which does not have a coating. The fixings of any cladding should be hidden.

There are a range of cladding materials and ways in which these can be constructed. Metal cladding can provide buildings with a striking contemporary appearance however if used inappropriately can have a negative visual effect.

Resin and cement based panels can be used on less sensitive sites and where their use is limited or will have a minimal visual impact. Because of their poorer visual characteristics in comparison with metal claddings like anodised aluminium, stainless steel and zinc—these should be avoided in conservation areas including those with villas.

Where resin based panels are used as cladding, synthetic prints which aim to emulate wood should be avoided. These are not considered to have as positive a visual effect as natural timber.

Using zinc to provide striking contrast—Infirmary St.
The zinc cladding combined with the modern building form provides a positive contemporary contrast to the historic former Infirmary Street Baths building.

Aluminium—Simpson Loan
Multi-toned anodised aluminium cladding provides a striking and positive contrast to the historic buildings making the distinction between new and old very clear.

Too many materials?
The cladding, blockwork and render and their detailing used at this development would not now meet the Council's expectations for appropriate quality.

High quality detailing—Sighthill Court
Construction of a sample panel and approval were required by condition in order to ensure the design intent of high quality finish was executed.

Timber

Timber should be appropriately detailed to ensure that it retains a good visual appearance over time.

For local developments in sensitive locations and all major developments durable species should be used.

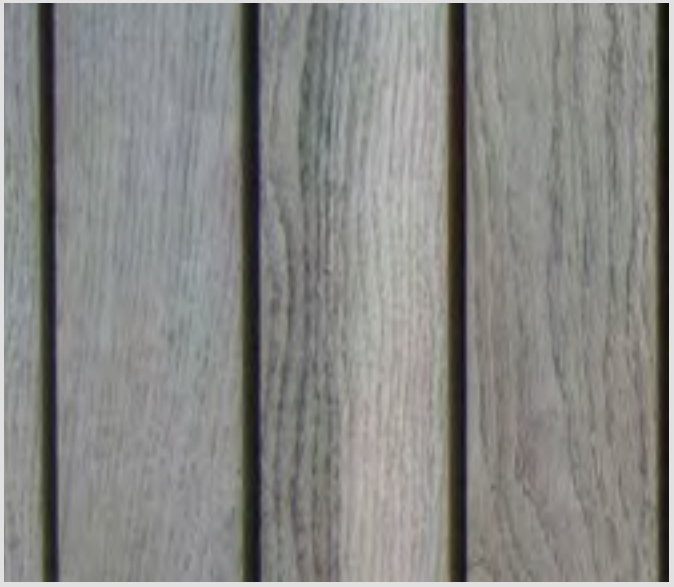
Specification and architectural details at a 1:5 or 1:10 scale of the proposed timber cladding may be sought. These should set out the thickness of the timber (which should not be less than 19mm finished size) and the types of fixings, which should be specified to ensure no staining. The details should show how water will be shed clear of the ends of timber to ensure moisture absorption is prevented.

Sensitive sites include conservation areas and arterial routes into the city.

Durable species include European Oak, Western Red Cedar and Sweet Chestnut. Moderately durable species can be used on smaller proposals which are not in sensitive sites. Moderately durable species include Larch, Douglas Fir and European redwood.

Tropical hardwoods should be avoided unless it can be clearly demonstrated that these are sourced sustainably. More information about timber can be found at ***www.trada.co.uk.***

Careful detailing—Arboretum Place
The timber cladding overhangs cladding on lower levels of the building. This helps shed water from its surface, protect it from adverse weathering.



Durable species—Informatics Forum
The timber cladding is Oak. This is a durable species that is appropriate for use in prominent or sensitive areas.

Sculptural effect—Upton
The timber cladding is used to give these houses a striking appearance.
Image courtesy of Steve Tiesdell Legacy Collection

Brick

Brick generally has good weathering characteristics, and can be specified so that its colour and texture harmonises with surrounding buildings. In sites outwith conservation areas and where the design proposed is of a high quality, brick can be used positively.

Where brick is used in an existing context of stone buildings it is expected that the brick and mortar will be specified to harmonise with the range and tone of colours in the surrounding buildings. Note that generally, the expectation is for the use of natural stone where natural stone is the prevalent building material.

Brick can also be used to provide contrast. Care needs to be taken with this approach however that the architectural effect is not at the expense of the quality of the design of the street as a whole.

The proportions of windows have a major role giving brick buildings an Edinburgh character. Traditional tenements have large vertically proportioned windows. Using windows of the same size and alignment can help integrate brick buildings into their surroundings.

Although not a prevalent building material, brick has been used throughout Edinburgh to positive effect. Brick is commonly used in industrial structures such as maltings and as a secondary element, for example on side and rear elevations or chimney stacks. Many traditional Edinburgh examples used locally produced Portobello brick which was produced into the early 20th Century.

Swift bricks provide an opportunity for ecological enhancements. Further information can be found in 'Biodiversity for Low and Zero Carbon Buildings: A technical guide for new build.'

Swift Bricks—Beaverbank Place
On this development in North Edinburgh these are designed into the external wall. These should be shown on planning drawings.

Subtle variation—Telford March
Two different mixes of brick have been used to a provide variation in colour within the elevations.

Care need to be taken with specification and during construction to avoid efflorescence. This is the build up of salts present in the wall construction appearing on the surface of the wall as the mortar cures.

Modern use of brick in an historic environment—McEwan Square / Fountainbridge
Brick has been used to integrate this development into its historic surroundings. In the image above right, it can be seen that the development is overtly contemporary in its appearance. As can be seen in the image above left, the colour of bricks were chosen to harmonise with the stone of the adjacent tenements. Combined with the vertical emphasis to the window and the building's scale, the material choice has helped ensure this development adds to Edinburgh's sense of place. This development sets the standard for the use of brick within Edinburgh.

Render

When appropriately specified and in appropriate locations, render can be used as an external building material which can contribute towards Edinburgh's sense of place.

Appropriate specifications include:

- Ensuring it does not discolour or fade over time and it does not suffer from algae growth or lime bloom;
- Consideration of the location of all expansion and movement joints, slim vents, boiler flues, extract ducts and rain water goods etc to ensure these do not have an adverse visual impact;

Consideration of architectural detailing to shed water from the surface of the render. Note that details may be sought;

There is a strong tradition of rendered buildings in parts of the city area which predate the building of the New Town, for example, the Old Town and the centre of Queensferry. This use has continued and render can be used to provide contrast in locations like these on contemporary buildings. Where render would make a building stand out in longer views, this should generally be avoided.

Render also has a contemporary appearance that is appropriate in areas where the overall character is modern.

In some areas - because of levels of vehicular traffic and microclimate - pronounced weathering is evident, which on rendered buildings can look adverse. Such an area is the Cowgate, where the canyon-like form of the street contains pollution which stains external wall surfaces. Render tends to highlight these effects rather than suppress them. For this reason alternative materials with better weathering characteristics and that are contextually appropriate may be a better choice in streets or areas like this.

Traditional lime renders and lime harling can be used in appropriate locations.

Integrating the new with the old—High Street
The controlled use of render, combined with sandstone, create a positive modern addition to the Old Town

Positive contrast—Old Fishmarket Close, off High St
The use of render and timber contrast positively with surrounding stone buildings.

Impacting adversely on views—Calton Hill
The rendered buildings stand out against the surrounding stone and slate buildings. Alternative materials may have allowed the buildings to integrate better into the view.

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Hard roofing materials

Slate, pantiles and metals such as lead, stainless steel, zinc and copper contribute to Edinburgh's roofscape. All these materials are generally considered appropriate. Synthetic versions of these materials should be avoided in conservation areas.

The use of synthetic materials will be considered on a case by case basis in other areas of the city and their appropriateness will be assessed against:

- The extent of use;
- Their prominence on the building;
- The prominence of the building on the setting of the city and setting of the street.

Edinburgh has a strong tradition of using slate (such as Ballachulish) as a roofing material. The palette of darker greys of slate helps to draw out the warmth of sandstone.

Metal roofing in an historic context—Canongate
Stainless Steel roofing has been used on the Scottish Parliament

Synthetic materials have been found to inadequately replicate the characteristics of materials they seek to emulate and as a consequence have a poorer appearance.

The vulnerability of metal roofing to theft should be considered at the design stage.

Traditional roofing materials (right)
Slate, Lead and zinc are traditional roofing materials used in Edinburgh—seen here from the Museum of Scotland's roof

Green roofs

Green roofs are flat or sloping roofs with some form of vegetation placed on them. They are intensively or extensively managed; the former with a deep soil profile supporting shrubs, trees and grass, and the latter with a shallow soil profile growing drought tolerant self seeding vegetation. Both are encouraged in appropriate locations, particularly adjacent to green/blue corridors and will be encouraged in locations adjacent (within 15m) of river corridors. They have numerous benefits that include prolonging the life of the roof, attenuating water, reducing sound transmission, improving thermal efficiency, enhancement of air quality, and habitat creation. Green roofs should not be regarded as an alternative to open space provision on the ground. Care should be taken to ensure they do not have adverse visual effects, for example by disrupting a visually cohesive existing roofscape. Green walls can also be used in certain circumstances and provide many of the benefits of green roofs.

Extensively green roof—Botanic Gardens
The planting on this green roof helps integrate the building into its surroundings

Aircraft Safety

The impacts of requirements for aircraft safety—for example the need to deter birds from roofs—should be considered at the outset to ensure any resulting features are sensitively incorporated.

Other Materials

To help the sustainability of development, uPVC should not be used as a material for windows on major planning applications. Thermally broken aluminium, aluminium / timber composites, and timber windows may provide suitable alternatives. For listed buildings refer to the Historic Environment Guidance.

Timber should be from a sustainable source. Reuse and recycling of materials are encouraged. When making an application, the ***Sustainability Statement Form (S1)*** should be completed.

Opaque panels in glazing systems or windows should be avoided.

Consideration should be given to 'bat friendly' roof membranes to support bat populations.

Frameless glazing—Festival Theatre, Nicolson Street
The refined detailing of the frameless glazing helps create a striking modern addition to the street

Curtain Walling—Beccleuch Place
The potential offered by glazing systems with variations in the window widths, patterning of the glass and mullion depths is fully taken advantage of here.

Frameless glazing—George Square Lane
Glazing is used to create the effect of a floating roof on this religious building

2.8 Adaptability

Ensure buildings are adaptable to the future needs of different occupiers.

Policy References

- *Edinburgh Local Development Plan - Des 5 b)*
- *Scottish Planning Policy*

Adaptability

Many buildings are designed with specific uses in mind. If the design becomes too specific this can mean it is very difficult to make changes to the building that can give it a new use at a later date. Examples of making buildings more adaptable include:

- Creating level access so that buildings can be used by all;
- Ensuring there is sufficient space for changing needs;
- Making floor to ceiling heights high enough to accommodate a range of different uses;
- Providing space for extensions;
- Designing roof spaces so that they can easily be turned into floor spaces.

Adaptable laboratory building—Old Dalkeith Road
This building was designed to allow different types and sizes of laboratory space and all their associated services to be fitted out and changed over time.

Adaptability in suburbia
The houses are designed with sufficient space that extensions can be added while retaining relatively large gardens. In addition, attics have been converted.

2.9 Mix of uses

If appropriate, create a mix of uses.

Policy References

- *Edinburgh Local Development Plan - Des 5 b)*
- *Scottish Planning Policy*

Mix of uses

Having a mix of uses in a development can help both its sustainability and the sustainability of an area as a whole. If the services that people use are located in close proximity to where they are, there will be less reliance on transport as people will be more likely to walk.

Making places vibrant and interesting through providing a mix of uses, will help them become resilient to changes in the economy and make them more attractive to new development.

Mix of uses—Middle Meadow Walk
This new development incorporates a mix of uses including housing, offices, gym, shops and cafes.

Mix of uses—Newhall, England
This office integrates into this suburban development
Image courtesy of Steve Tiesdell Legacy Collection

2.10 Daylight, sunlight, privacy and outlook

Design the building form and windows of new development to ensure that the amenity of neighbouring developments is not adversely affected and that future occupiers have reasonable levels of amenity in relation to:

- **daylight;**
- **sunlight; and,**
- **privacy and immediate outlook.**

Policy References

- ***Edinburgh Local Development Plan - Des 5 a)***

It is important that buildings are spaced far enough apart that reasonable levels of privacy, outlook, daylight and sunlight can be achieved. However, care should be taken that buildings do not become so far apart that the townscape becomes uninteresting. Therefore, achieving reasonable amenity needs to be balanced against achieving good townscape.

Trees have an effect on daylight and sunlight. This can be positive - for example deciduous trees provide shading from the sun in summertime but let sunlight into buildings in winter. However, if buildings are too close to trees the daylight is adversely affected.

For there to be reasonable daylight, windows need to be big enough and interiors have to be designed to ensure daylight can get deep enough within them. Reasonable levels of sunlight to buildings and spaces will be achieved if sufficient account is taken of orientation.

Edinburgh has a wealth of successful areas where good levels of daylighting, sunlight, privacy and outlook have been achieved. These can be used as a guide to the layout and form of development. When comparing proposed development against existing situations, scale drawings showing layout including external spaces, building height and elevations should be provided along with the relevant calculations and methodology. It is the responsibility of the agent/applicant to ensure that this information is provided and that all affected properties are clearly shown and tested.

This section applies to all new development where these aspects of amenity are particularly valued including housing, schools, nurseries, hospitals and clinics.

Marchmont—Arden Street
These tenements manage to provide good levels of daylight to all the properties. This is a result of the high floor to ceiling heights and relatively large and tall windows which allow daylight to go deep into the rooms.

Gables—Haymarket Terrace
The upper floors of the modern office are set back from windows on the tenement's gable. This allows some daylight to reach the windows, but importantly maintains the street frontage.

Protecting daylight to existing buildings

New buildings should be spaced out so that reasonable levels of daylight to existing buildings are maintained. The layout of buildings in an area will be used by the Council to assess whether the proposed spacing is reasonable. When there is concern about potential levels of daylight the Council will refer to the ***BRE Guide, Site Layout Planning for Daylight and Sunlight – A Guide to good practice***. This shows how to measure daylight and sunlight. A copy is available to view at the Council's Planning Helpdesk.

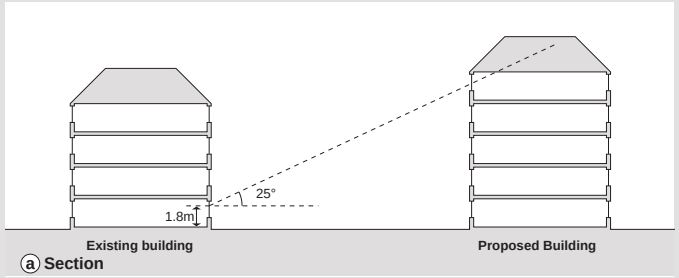
The amount of daylight reaching an external wall is measured by the Vertical Sky Component (VSC). The Council seeks this to be more than 27% or 0.8 of its former value. If this is not the case, changes to the building design, including a reduction in building height may be sought. 27% VSC is achieved were new development does not rise above a 25° line drawn in section from the horizontal at the mid point of the existing window to be tested. It can be measured using more complex methods that are set out in the BRE guide.

If the townscape surrounding a development site would, in itself, not meet these requirements, the Council may require information on the likely amount of daylight in affected rooms in existing buildings. This will be assessed using the Average Daylight Factor (ADF) methodology. It is expected the following criteria will be used for calculations:

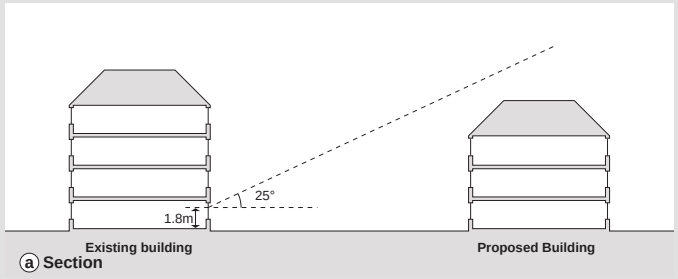
Minimum ADF for bedrooms	1%
Minimum ADF for living rooms	1.5%
Minimum ADF for kitchens	2%
Transmittance of double glazing	0.65
Correction factor for dirt, curtains etc.	0.9
Net to gross area of window	0.7
Average reflectance of room surfaces	0.5

Daylight to bathrooms, stores and hallways will not be protected.

Daylight to gables and side windows is generally not protected.



25 degree method example 1
This situation may fail to provide reasonable levels of daylight to the existing building

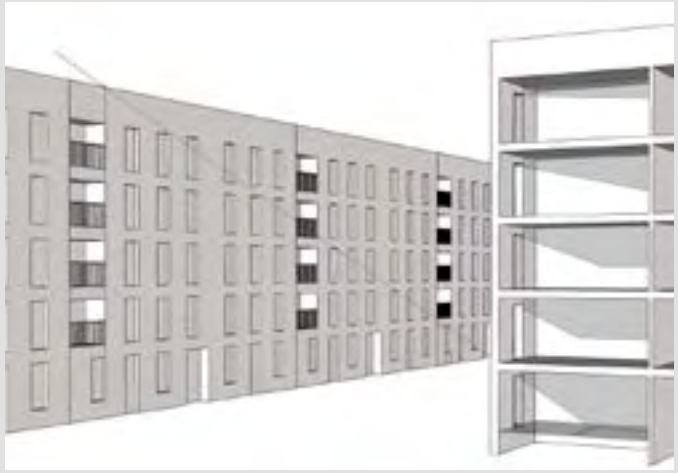


25 degree method example 2
This situation would provide reasonable levels of daylight to the existing building

Providing daylight to new buildings

Another measure of daylight is known as the position of the "no sky line". The BRE guide explains this in detail. If drawings can be provided that show that direct skylight will penetrate at least half way into rooms within new development at the height of the working plane (0.85m above floor) and where windows make up more than 25% of the external wall area, this will ensure that adequate daylight is provided to new development.

Providing adequate daylight to new development does not guarantee that adequate daylight will be maintained to existing development. This could be the case in instances where the existing building is lower.



No sky line method
The new development to the right of the image is positioned so that the sky can be seen within the front half of the room on the ground floor. This has been achieved by providing the ground level with a higher floor to ceiling height than the floors above.

Sunlight to existing gardens and spaces

New buildings should be laid out so that reasonable levels of sunlight are maintained to existing gardens and spaces.

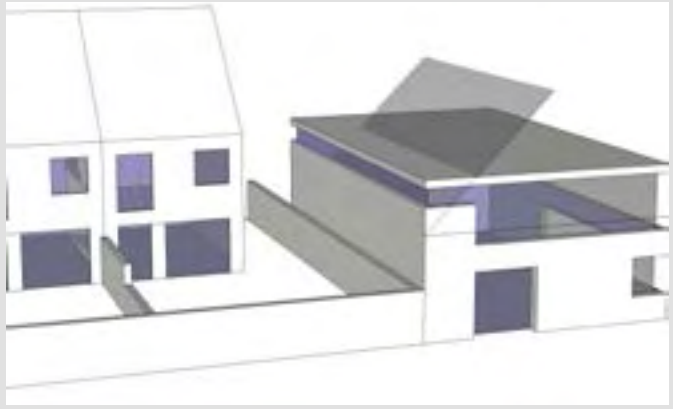
Whether sunlight to neighbouring gardens will be affected can be tested by checking whether a building rises above a 45° line drawn in section from the site boundary. If a development rises above this line, the sunlight of the neighbouring garden might be affected. To take account of orientation, draw the 45° line at the following distances above the ground level:

Orientation of boundary in relation to potentially affected garden	Height of 45° line above boundary
N	4m
NE	3.5m
E	2.8m
SE	2.3m
S	2m
SW	2m
W	2.4m
NW	3.3m

The use of the affected area of the garden and the size of the garden as a whole will be taken into account when assessing whether any loss of sunlight is adverse. The sunlight of spaces between gables will not be protected unless the affected space is of particular amenity value in comparison with the remainder of the garden. Such a space may include one that has been designed with the house as a patio.

Note that these heights do not indicate whether a development will be acceptable when assessed against other considerations.

Where there is an established high quality townscape which in itself would not satisfy the requirements of the 45° method for sunlight (such as the Old Town) sunlight will be assessed using before and after plans showing shadows for each hour of 21 March. The qualities of the existing space and the effects of sunlight, both before and after will inform whether any loss of sunlight is considered adverse.



45 degree method for sunlight
This sketch shows a proposed development located on the north side of an existing garden. The sunlight to the neighbouring garden might be adversely affected because it rises above the 45 degree line set from 4m above the boundary.

Sunlight to new gardens and spaces

Half the area of new garden spaces should be capable of receiving potential sunlight during the spring equinox for more than 3 hours. This will be assessed using hour by hour shadow plans for each hour of 21 March.

Privacy and outlook

People value privacy within their homes but they also value outlook - the ability to look outside, whether to gardens, streets or more long distance views. To achieve both, windows should be set out so that direct views between dwellings are avoided.

The rearward side of development often provides a better opportunity for privacy and outlook than the streetward side of development. This is because on the streetward side, privacy to some degree is already compromised by the fact people in the street can come relatively close to the windows of dwellings. Privacy is generally achieved in these situations through the installation of blinds, curtains and translucent glass, etc.

The pattern of development in an area will help to define appropriate distances between building and consequentially privacy distances. This means that there may be higher expectations for separation in suburban areas than historic areas like the Old Town.

On the rearward side, as well as spacing windows far apart, reasonable levels of privacy can be achieved by setting out windows on opposing buildings so that there are not direct views between them, angling windows and erecting screens between ground floor windows. In assessing this, the Council will look at each case individually and weigh up the practicalities of achieving privacy against the need for development.

Though private views will not be protected, immediate outlook of the foreground of what can be seen from within a building may be. Unless there are exceptional circumstances, this means that new development that blocks out the immediate outlook of an existing dwelling must be avoided.

This guidance does not seek to protect the privacy of gables of existing housing.

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2.11 Housing mix and size

Ensure there is a mix of dwelling types and sizes to meet a range of housing needs including those of families, older people and people with special needs.

Make sure the size of homes are adequate for the numbers of people that could be living there.

Provide adequate storage for general needs, waste and recycling, and cycles.

Ensure the design of new housing is "tenure blind".

Policy References

- *Edinburgh Local Development Plan - Hou 2*

The mix of unit sizes and house types has a significant impact in ensuring a varied and sustainable community. This mix should respond to the differing needs of residents, immediate site conditions and to citywide objectives. It is expected that within all developments of 12 or more units a minimum of 20% of these units will have a minimum floor area of 91m² and should be designed for families, with direct access to private gardens either from ground or first floor level, enhanced storage and convenient access to play areas.

On larger development sites, the provision of facilities and services to support the existing and proposed community will be sought, where these are required. For example, local healthcare facilities, childcare facilities, meeting places and commercial units may be needed if these do not already exist in the area.

Affordable housing will be required in accordance with the policy in the ***Edinburgh City Local Plan*** and the supplementary planning guidance on ***Developer Contributions and Affordable Housing.***

Tenure blind housing at Gracemount—Fala Place
Here the market housing and affordable housing is integrated by using the same materials for buildings and street and designing the housing to have a similar appearance.

Housing mix

In schemes with 12 units or more, a 20% of the total number of homes should be designed for growing families. These types of homes should have three or more bedrooms, have good levels of storage and have direct access to private gardens (for example via patio doors or private external stairs) or safe play areas for children.

In order to ensure satisfactory amenity, dwellings should not fall below the following minimum internal floor areas:

36m² Studio dwelling

52m² One bedroom dwelling

66m² Two bedroom dwelling

81m² Three bedroom dwelling

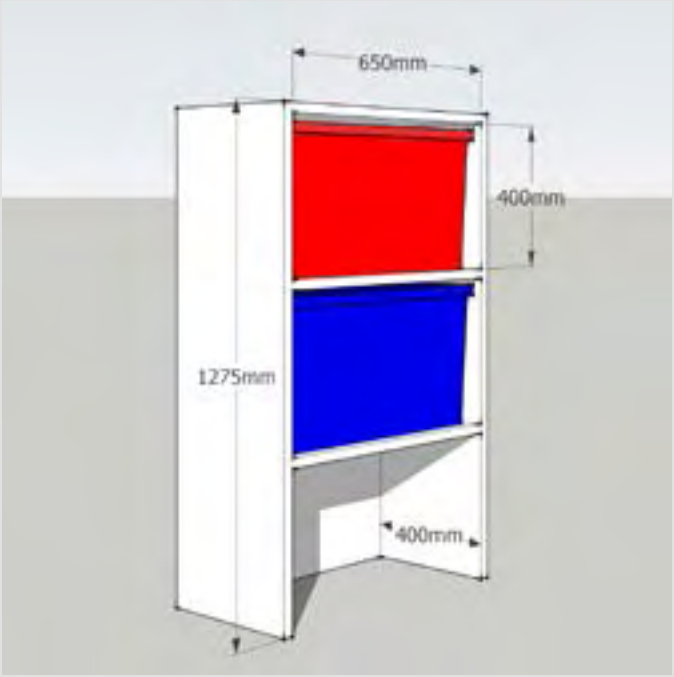
91m² Three bedrooms or more with enhanced storage

The minimum floor area for studios is lower than that for one bedroom flats since the relatively larger single open plan space found in studios compensates for having a smaller space overall. It is expected that studios will be designed to be very space efficient. Imaginative solutions are encouraged for storage, the location of the bed and so on.

Internal storage

At least 5% of the net floor areas should be provided as dedicated storage cupboards in addition to any kitchen storage or wardrobes. This storage is needed to allow homes to be used by a wide range of households.

Shelving should be built into storage areas within dwellings to accommodate at least three 55 litre storage boxes for recycling. See diagram below.



Space for internal recycling
This drawing shows a potential way of providing storage for recycling boxes.

Improving internal amenity

In order to ensure a good standard of overall amenity for new development, single aspect dwellings should not make up more than 50% of the overall dwelling numbers. Where they are incorporated, it is important to meet the requirements for daylight and sunlight.

Generous ceiling heights of 2.6m high and above are encouraged as these help provide development with a greater sense of internal spaciousness, allow enhanced adaptability to other uses and if window heads are also higher, can provide enhanced daylight penetration into dwellings. Higher floor to ceiling and window head heights are important if the requirements for daylight, as set out in ***Providing daylight to new buildings (page <?>)***, are to be met.

Tenure blind design

Development should be tenure blind. This means that where sites provide a range of tenures (for example market sale and affordable housing) it should not be possible to see the difference between tenures.

Where a site is predominantly for market housing, it is expected that affordable housing should generally be provided in the same housing type. So, if the design is for houses for sale, the affordable dwellings should be houses too. Where it is not possible to deliver the same housing type, alternative types of the same physical scale should be used. For example, colonies, four in a block and cottage flats may integrate reasonably well with two storey houses.

Building form, materials and the general design of the building elevations will all be key components in determining whether or not a tenure blind development is achieved.

The integration of ancillary facilities is important on small developments—like those common in villa areas—as well as in larger developments. As well as cycle parking (covered in Section 2.4), integration of facilities such as plant and bins needs to be considered from the outset of the design process.

Process for agreement with Waste Services

As part of the planning process, designers / developers must engage with the Council's Waste and Cleansing Service to agree a waste management strategy for your development, and ensure that their requirements can be satisfactorily incorporated within the design. This must happen as early as possible.

The officer in the Waste and Cleansing Service will talk you through their requirements and Instructions to Architects document. Once agreement has been made, Waste Services will issue a letter of agreement detailing this and any further requirements.

Key points for consideration:

Your waste management strategy must ensure that:

- bins are safely accessible and the collection system is operationally viable, taking into account swept path analysis, walking and pulling distances, slopes, vehicle sizes, access to bin stores, interactions with pedestrians, etc;
- the waste management strategy is compliant with the Council's policies and the requirement of Scottish legislation so that provision is made for the full range of recycling services and that these are fully integrated into the collection system (e.g. that each bin store has sufficient space to accommodate the full range of bins);
- a decision is made regarding the use of individual or communal bins, the initial supply for these and their ongoing maintenance;
- that arrangements are in place to allow for the ongoing maintenance and repair of bin stores, bin housings, etc.

1280 litre recycling bins

Sizes and bin types:

Waste and Cleansing Services will advise you as to whether individual or communal bins should be used. A range of bin types may be employed from kerbside collection boxes for glass and some other materials right up to 3200 litre communal bins. The Waste and Cleansing Service will advise you of the capacities you require to provide for each waste stream, the detailed design requirements for bin stores etc.

The specific materials which are currently collected from households, and in compliance with Scottish legislation are:

- Residual (landfill waste);
- Food;
- Glass;
- Mixed recycling;
- Garden waste (kerbside collection areas only);
- Small electricals, batteries and textiles (collected in the glass collection box in kerbside collection areas only)

In addition to ensuring that there is sufficient space for all collection streams, and that containers are stored off street, you should also consider the arrangements for the management of bulky waste- for example where householders should present bins on collection day.

Bins

Underground bins for residual waste allow large volumes of waste to be held with minimal impact upon the street scene. For further information on refuse and recycling requirements see the technical guidance on ***Access for external waste storage (page <?>).*** *Major planning applications should be accompanied by a refuse strategy including vehicle tracking drawings for refuse vehicles and the location and sizes of waste storage spaces. It is important that the Council's* ***Waste Services*** *are involved early as their requirements may impact on design.*

2.12 Purpose built homes for rent

(Images to be inserted later)

The 'Built to Rent' sector has the potential to make a positive contribution to the overall housing mix in Edinburgh.

Proposals should support regeneration and fulfil placemaking principles.

BTR developments are considered as mainstream housing, where relevant LDP policies and guidance apply.

Design should be place specific, high quality, innovative and energy efficient.

A flexible approach to current space and amenity standards is accepted depending on the quality of the accommodation and amenities provided.

Shared on-site facilities should be high quality, accessible and safe.

Policy References

- ***Edinburgh Local Development Plan - Hou2, Des 5***

The Private Rented Sector (PRS) continues to be a key provider of homes throughout the city. Recent innovations in this sector have seen the emergence of purpose built accommodation for rent, also referred to as Built to Rent (BTR), which offer high quality professionally managed homes under single ownership with shared facilities that can be delivered rapidly. PRS accommodation of this nature can also include the conversion of existing buildings where the BTR 'model' can be incorporated.

BTR developments are considered as mainstream housing, where relevant LDP policies and guidance apply, including those relating to parking and affordable housing.

Due to the speed at which BTR developments can be delivered, they offer opportunities for rapid placemaking particularly for large mixed use regeneration sites which can help to create a sense of place.

BTR Model

BTR developments are generally characterised by the following key elements:

- Single ownership and professional on-site management;
- Self-contained units which are let separately;
- High quality amenities for communal use;
- Longer tenancies offered with defined in-tenancy rent reviews; and
- Property manager to be part of an accredited Ombudsman Scheme and a member of a recognised professional body.

Due to the nature of these developments, the retention of the homes for rent for a specified time period should be explored and secured via an appropriate method to be agreed between the Council and the developer.

Design Approach

In BTR developments there tends to be key differences in their design which justify a more flexible approach. This specifically relates to the minimum internal floor areas and quantity of single aspect units as set out in section 2.10 of this Guidance.

The key differences with BTR developments to other general housing types are usually as follows:

- Provision of high quality, well managed and accessible on-site shared facilities such as communal gathering spaces, secure storage, workspaces and gyms;
- Innovative and efficient design technologies which reduce the requirements for non-habitable space within units; and
- Open plan layouts which increase useable space and allow light to penetrate more deeply into the units and therefore allowing a higher percentage of single aspect units over the standard 50%.

The level of flexibility to be applied to the standards will be dependent on the quality of the accommodation proposed. Any deviations from the standards need to be fully justified and will be determined on a case by case basis.

Developer Contributions

Developer contributions shall be applied towards the provision of services, works and facilities as the Council may, in its reasonable discretion, determine are required in connection with BTR developments in accordance the LDP and associated guidance.

BTR developments will be expected to provide 25% affordable housing on site. Affordable homes within BTR developments should be tailored to meet the greatest housing need and preferably they should be owned or managed by a Registered Social Landlord (RSL). The rental levels, conditions of tenure and the length of time that the units will remain affordable will be subject to agreement between the Council and the developer.

2.13 Community safety

Create active frontages directly onto important streets and publicly accessible routes and spaces.

Provide main door access to ground floor properties from street side.

Ensure all external spaces including pedestrian and cycle paths are overlooked.

Use lighting to help community safety.

Policy References

- ***Edinburgh Local Development Plan - Des 5 c)***
- ***Planning Advice Note 77 – Designing Safer Places***

The design of development has a key role to play in community safety. If buildings overlook and provide direct access to streets people feel safer. Active frontages, where the ground floor is designed to allow visual contact and pedestrian movement between inside and out, ensure that this is achieved.

Lighting can make a very positive contribution to the security of the external environment. To ensure the overall quality of the design, it should be integrated into the design from the outset and considered with the Road Construction Consent application.

The Council will refer all major planning applications and local developments that have particular security issues to the ***Police Architectural Liaison*** service for their comments. Developers are encouraged to make early contact with the Police Architectural Liaison service.

Secured by Design accreditation is the Police's initiative to design out crime in the built environment. This has many benefits. However, sometimes there can be a conflict between the needs of Secured by Design and planning requirements. It is important that these matters are understood early in the process so that they can be addressed without compromising the design as a whole. Meeting the needs of Secured by Design should not be at the expense of the overall quality of the external space within the site.

Active frontages and housing—Forbes Road
Traditional tenements (above) have main doors directly into ground floor flats which maximise activity on the street and help ensure front gardens are used.

Active frontage on a supermarket—West Port
This image demonstrates it is possible to create an active frontage for uses such as supermarkets. This has been achieved by arranging shelves and counters perpendicular to windows so allowing views into the shop.

3. Landscape, biodiversity and the water environment

This chapter sets out the Council's expectations for landscape proposals as part of new development and how biodiversity should be maintained and enhanced. In order to achieve good design, landscape architects should be engaged early in the design process. It also sets out the Council Expectation with reference to the Water Environment.
The key aims are for new development to:

- Create a robust landscape structure as an integral component at all scales of development, which follows green infrastructure and green network principles.
- Meet the requirements of the Council's strategy for public open space and provide residential private gardens.
- Maintain the conservation status of protected sites and species, and enhance and create new habitat.
- Protect trees and woodland and provide new tree planting.
- Ensure that hard landscape and car parking are an integral part of the overall design.

Water Environment

- Survey and analyse the existing and historic water environment on development sites.
- Design developments to ensure that properties are not at risk of flooding from coastal waters, rivers, culverted rivers, or surface water flooding.
- Design developments, including the floor level of buildings, to ensure that properties are not at risk of surface water flooding.
- Provide above ground surface water attenuation on development sites to reduce flooding, due to the development, on surrounding areas.
- Integrate Sustainable Urban Drainage Systems into the landscape design of the development to reduce flooding, reduce pollution, provide biodiversity benefits and create beautiful places.

3.1 Green infrastructure and green networks

Establish a robust framework of multifunctional green infrastructure in new developments of all scales, and connect this to the wider network of open spaces, habitats, footpaths and cycleways beyond the site boundary.

Policy References

- ***Edinburgh Local Development Plan - Part 1–Section 2, Des 2, Des 3, Des 5, , Des 7, Des 8, Des 9, Des 10, Env 10, Env 11, Env 12, Env 13, Env 14, Env 15, Env 16, Env 17, Env 18, Env 19, Env 20.***
- ***Scottish Planning Policy***

A green network is formed when green infrastructure components are linked together to give additional combined benefits. Components can include:

- Green corridors
- Watercourses
- Woodland
- Tree belts
- Habitats
- Parks and play areas and other public open spaces
- Sustainable Urban Drainage Systems (SUDs)
- Green roofs
- Active travel routes
- Street trees, hedgerows, verges

Ideally a network of multifunctional greenspaces should run through the urban area, urban fringe and wider countryside, creating high quality landscape and townscape. This should support new access and recreational opportunities, incorporating flood management, enhanced biodiversity and habitat linkages, and promote healthier lifestyles through walking, cycling, creating spaces for food growing and restorative outdoor activity. Delivery of such a network is consistent with the development of the Central Scotland Green Network.

The Local Development Plan identifies Edinburgh's established Green Network, comprising greenspaces distributed across the city's hills, neighbourhoods and waterfront and connected by wooded river valleys, disused rail corridors, the Union Canal and frequented path routes.

It identifies proposals to improve connections within the urban area and to connect to the surrounding countryside and neighbouring Council areas.

The Scottish Government's Green Infrastructure: Design and Placemaking guidance illustrates how green infrastructure can be integrated within new developments as part of the design process.

An understanding of a site's current and potential contribution to the green network should inform decisions on scale, location and layout. The way in which this has been considered in the placemaking process should be explained in the Design Statement.

Development should be carefully designed to contribute positively to development of green networks, and all proposals will be assessed in terms of their consideration of connectivity between green infrastructure components and their contribution to national and local green network and open space objectives.

Large public space—Braidburn
This public space is a major component of the green network.

Good quality open space—Forthquarter Park
This new park has been designed for a range of uses including, recreation, walking and cycling, wildlife, SUDS and visual amenity

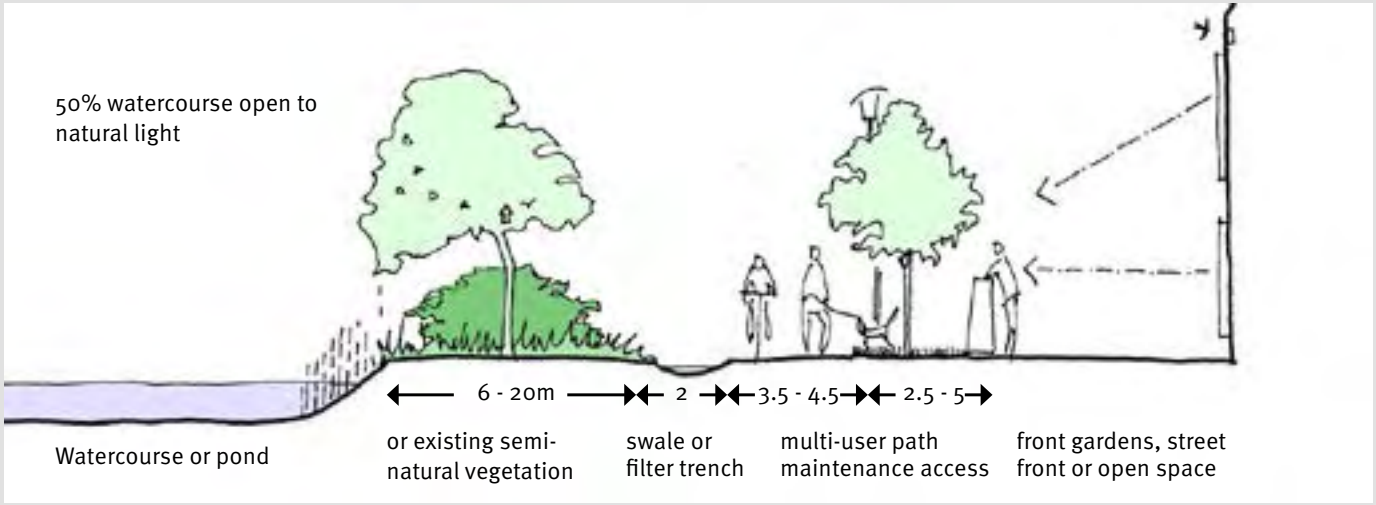
These sketches illustrate how green networks can be integrated within a range of development scenarios and at range of scales.

The Council supports substantial framework planting that seeks to integrate and connect multi functional green infrastructure features as guided by site specifics and local landscape character.

Masterplans will require adequate space for large growing native tree species to achieve maturity and form woodland habitat, provide a secure setting to multi-user paths, cater for active travel, a variety recreational uses within open space, incorporate SUDS, whilst allowing integration with the street layout and built form. In urban edge situations, a landscape edge will also be required to integrate development with the surrounding countryside and landscape setting of the city.

Masterplans should allow space for large scale trees to achieve maturity and form part of the green network, along roads and in green corridors.

These provisions can vary in width depending on the development scenario but for some major developments spatial parameters of 30-50 m may be necessary to accommodate a full range of green infrastructure functions.



Blue Networks
Green networks can be aligned with watercourses or permanent (retention) ponds or detention areas providing for Sustainable Urban Drainage, to enhance existing wildlife habitat, whilst providing for amenity, recreation and active travel. New development should provide active frontages to main path routes, open spaces with SUDs features
If buildings are proposed close to a watercourse then discussions with the Council's Flood Risk Unit is required. Optimise opportunities for natural bank sides by the removal of wall with low or no archaeological value and set back new development at least 15m from the Water of Leith and the River Almond, except in conservation areas, to provide important habitat improvements and space for future flood areas.

Water of Leith Walkway
Access and amenity improvements carried out at The Dene, between Dean terrace and Mackenzie Pl, within the New Town Conservation Area.

If buildings are proposed close to a watercourse then a full appraisal of flooding scenarios is required (***see chp 3.8)*** and early discussions with the Council's Flood Risk Unit. Buildings proposed on brownfield site within the more rural areas of the Water of Leith require at least a 15m setback to create opportunity to reinstate natural bank sides. Only walls with significant archaeological value should be retained, other retaining walls should be removed. Building proposed adjacent to the Water of Leith and River Almond in built up areas should mitigate the potential for natural banks by the use of other methods such as reducing the top part of the wall to provide a wetted bank or cladding on the retaining wall to provide some riverine habitat with tree planting to provide habitat connectivity.

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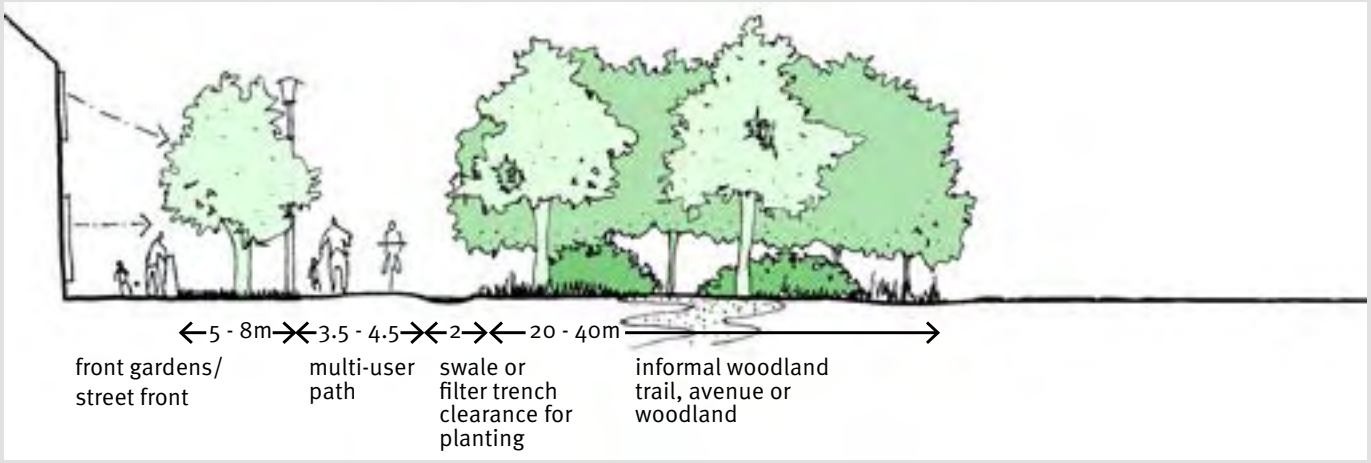
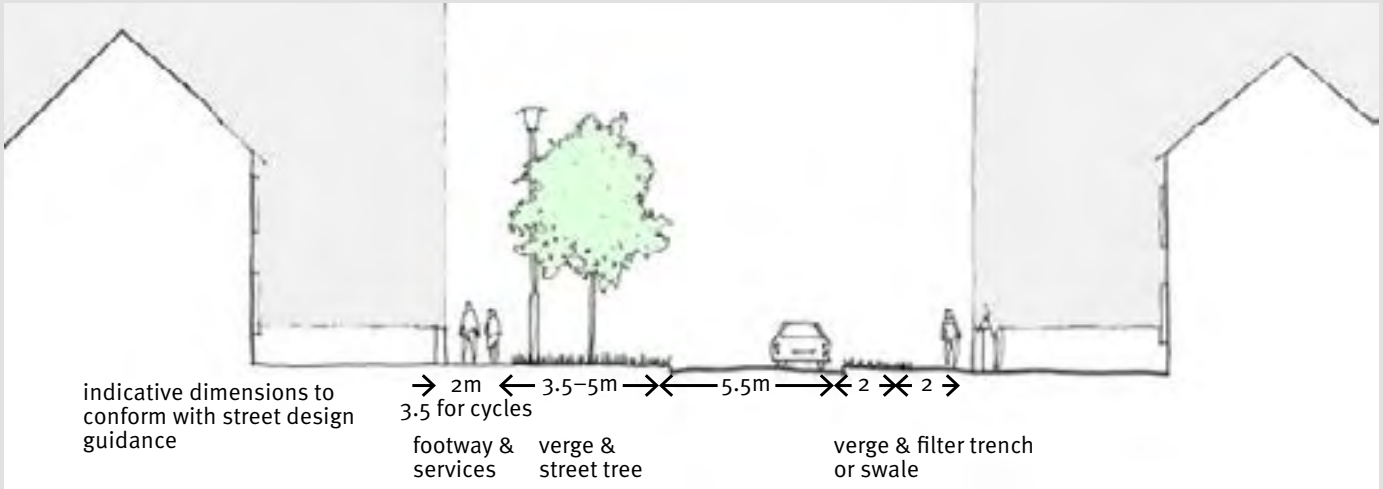


Green Corridor
The density and type of planting is suited to the urban situation and parkland context. Where a rural context exists at the urban edge, native woodland may achieve a more appropriate fit with surrounding landscape character whilst providing shelter for new development.

North Meadow Walk
North Meadow Walk footway and cycleway, providing for recreational use and active travel. The route is lined with large growing trees species, including nesting boxes, set within a broad grass verge, the path is lit and surveillance is provided from surrounding residential dwellings.



Green Street
The incorporation of trees and other planting within street design should be considered alongside the spatial parameters for movement and access - including visibility, services – including lighting, the proposed approach to sustainable urban drainage and the intended density and spatial definition of the proposed built form.

Forrest Road
This street extends the tree lined avenue of Middle Meadow Walk to George IV Bridge.

3.2 Publicly accessible open space

Ensure homes are within walking distance of good quality and well designed open space. Provide new publicly accessible and useable open space in non-residential development.

Policy References

- *Edinburgh Local Development Plan - Des 5 c), Des 7, Des 8, Env 18, Env 19, Env 20*
- *Scottish Planning Policy*
- *Planning Advice Note 65 - Planning and Open Space*

The Council's Open Space Strategy sets out and explains the following standards to ensure that all communities have access to quality greenspaces, which cater for a variety of needs and ages.

Lang Rigg, Queensferry

Local greenspace standard:

Local greenspaces close to homes play an important role in how people feel about their neighbourhood and offer convenient spaces for everyday enjoyment of the outdoors.

They can be important places to meet your neighbours, havens for wildlife, spaces to play after school or enjoy on a walk to the shops.

All homes should be within 400 metres walking distance of a 'good' quality, accessible greenspace of at least 500 square metres, which is equivalent to a five minute walk.

In new housing developments, good quality local green spaces should support health and well-being by providing usable outdoor spaces as well as looking attractive.

Spaces should have surfaced paths linked to the surrounding area, provide features to attract wildlife, incorporate seating or walling, cycle parking and waste bins, fruit trees and raised beds for community growing and provide a safe and stimulating place for unequipped play.

Urban tree planting and use of hedges and shrub planting should be considered to define spaces and create appropriate shelter and shade. Areas of open grass should be balanced with use of herbaceous perennials and bulbs to create year round interest.

Local greenspaces can be complemented by drainage features such as grass or planted swales and rain gardens. Where it is proposed that part of a local greenspace should be used to accommodate

Small public space in the the Old Town—Trunks Close
It makes good use of its constrained site and provides an attractive green setting for surrounding buildings

below ground surface water storage, there should be no impact on the quality of above ground space e.g. through restricting locations for tree planting or need for inspection chambers.

Good quality local green spaces should complement the provision of private gardens for new houses and in blocks of flats, garden flats and communal back greens.

Large greenspace standard:

Every neighbourhood should benefit from a large park to provide the space for the whole community to enjoy their free-time. It's the place to exercise and play informal ball games; walk the dog or go for a run; come together for local events; watch wildlife and scenery through the seasons; and experience natural open space.

All homes should be within 800m walking distance of a good quality accessible greenspace of at least 2 hectares

Where possible, new large greenspaces should incorporate existing built, cultural and natural features, including skyline views to celebrate distinctive local characteristics (Section 1.8). The overall size and form of parkland should therefore respond to the topography and opportunities of the site.

The overall provision of facilities should ensure that spaces are well used, lively, safe and resource efficient by delivering multiple benefits, in particular providing an uplifting place to support daily self-management of physical health, including opportunities to participate in group activities.

Larger greenspaces should both meet local greenspace needs through provision of sheltered community garden areas with seating and cycle parking as well as including larger scale features appropriate to their size.

New parkland provides the opportunity to create a landmark feature, including woodland and forest scale trees; provide well drained, ground for community events, markets, informal ball games, outdoor learning and exercise activities; lay out measured walking and running circuits with links to the wider green network and integrate allotment provision (refer to Scotland's Allotment Design Guide).

Grassland management approaches may include a mix of close mowing, naturalised grass or meadows. Use of planted swales and locating surface water storage basins alongside and in addition to new parkland can bring amenity and biodiversity benefits by creating wetland habitat and introducing open water as a feature of the landscape.

Path surfaces within greenspace should be appropriate to context and play an important factor in encourage use of the outdoors.

A grass edged multi-user path with Macadam wearing course will generally provide the most robust long-term solution, providing access for all including wheelchair users and pushchairs. Bound gravel may be suited to local greenspaces or feature spaces. Whin dust paths will generally only be acceptable in semi-natural settings, subject to appropriate build up, drainage and ongoing maintenance.

The relationship of new parks to homes, schools, other public buildings and commercial uses can help put open space at the centre of community life and provide options for refreshment and use of conveniences. New greenspaces should be directly overlooked from key living spaces such as lounges and kitchens and never blank facades.

Forth Quarter Park

Forth Quarter Park was developed for National Grid Property Ltd as part of the Granton Waterfront master plan to remediate the former Granton gas works.

This distinctive 7 hectare park is bordered by a mix of uses including office accommodation to the east, Edinburgh College's Granton campus, and the established communities of Granton, Pilton and Muirhouse together with new homes being developed at the Waterfront.

The park links the North Edinburgh Paths with the promenade at Silverknowes to the west, via a meandering route through this key urban greenspace.

Lying close to the Firth of Forth, the park provides views from the city to the coast and backdrop of hills within Fife.

A central water feature crossed by bridges and creating a waterside walk, including decking, was created by de-culverting the Caroline Burn.

The east end of the park and water feature terminates at a new public square and terraced viewing platform in front of the Scottish Gas headquarters.

New planting includes 800 birch trees, 15,000 shrubs and new grassland arranged in a series of undulating terraces surrounding the water feature, creating wetland and marginal habitats.

The park also incorporates Lime trees which are remnants of the grounds of Granton House.

Playspace access standard:

Edinburgh's vision is to achieve a 'play friendly city, where all children and young people can enjoy their childhood.'

Parks and other large green spaces provide the ideal setting for good quality equipped play spaces. Play is vital to help children learn how to get along with each other and keep healthy.

The Council's ***Play Area Action Plan*** sets out the playspace access standard. Houses and flats should have access to at least one of the following:

- a play space of good play value within 800m walking distance;
- a play space of very good play value within 1200m walking distance;
- a play space of excellent play value within 2000m direct distance.

Play Value measures the quality of play area design and layout, together with range of play activities on offer to ensure children receive the right balance of risk and challenge in order to develop physical and social skills.

In addition to equipped play spaces, new green spaces and residential streets should be designed to encourage more 'free play' without equipment. Exploring woodland, meadows or running up and down slopes can provide ways for children to develop their creativity and imagination.

New play area at Burnbrae Drive meeting 'good' play value.

Terraced slopes and shared surface 'home zone' street at Gracemount.

Developments, including residential and non-residential, should contribute towards these standards by providing publicly accessible open space on site. Where this is not possible, contributions may be sought for the improvement of open space within the area.

Quality in new greenspace and play areas should be ensured by planning for these elements of green infrastructure as an integral element of places from the start of the planning process. New greenspace provision should be informed by an understanding of local community needs, including health and wellbeing and put in place the necessary framework for new neighbourhoods to thrive.

Making provision for facilities such as community gardens, growing spaces, orchards, woodlands and allotments within new greenspaces can allow both new and existing communities to have greater influence their community develops over time, strengthen bonds and contribute to the sustainable management of the city's greenspace resource.

The design of new open space provision will be assessed against Local Development Plan policies relating to Design and the Environment. Play area design must achieve the play value requirements set out in the Council's Play Area Action Plan.

3.3 Private open space

Provide well defined, functional, good quality private gardens to all houses and ground floor flats.

Policy References

- *Edinburgh Local Development Plan - Des 5 d), Hou 3*
- *Planning Advice Note 65 – Planning and Open Space*

There should be a clear distinction between public and private spaces, defined by appropriate boundaries such as walls, railings or hedges both to the street edge and between feus. Private and communal gardens should be designed for use by residents for a range of functions, including space for play, seating, food growing, tree planting and drying laundry. Outdoor taps and/or rainwater harvesting may be needed to allow these spaces to thrive.

Wooden fencing can be used to separate private back gardens, but not used in the public realm, however consideration should be given to different heights of fencing to allow communication between neighbours and some visual interest.

A key factor in ensuring space is usable is its capacity to receive sunlight and this will be affected by the position of existing and proposed buildings and tree planting.

The Council wants new development to be adaptable. To help meet the changing needs of residents, it is beneficial for there to be sufficient space in gardens for houses to be extended while retaining reasonably sized gardens. Developers should demonstrate how this can be achieved.

Ground floor flats should generally be provided with private gardens of a minimum of 3m in depth, which open directly on to a communal garden. Where this is not the case, patio doors and a defined threshold space should be provided.

Private front gardens have an important role in softening urban environments by providing planting on streets. They also provide an intermediate space between the public realm of streets and the privacy of dwellings. The impact of driveways on the continuity of boundary treatments and street tree planting should be considered. (Note: relationship to parking section and definition of private front gardens/thresholds).

A clear distinction—Marchmont
It is clear what is public and private space in traditional tenements. The buildings enclose shared gardens making them private. At the front , the walls and hedges separate the public street from the private gardens.

Little private space can be successful—Lady Stair's Close
There is very little private outdoor space in the Old Town. This is compensated by the outstanding quality of the public spaces in the form of closes and courtyards.

Where private gardens cannot be provided or where their depth is limited (for example less than 3m) there will be a greater need for an expectation that street trees will be provided

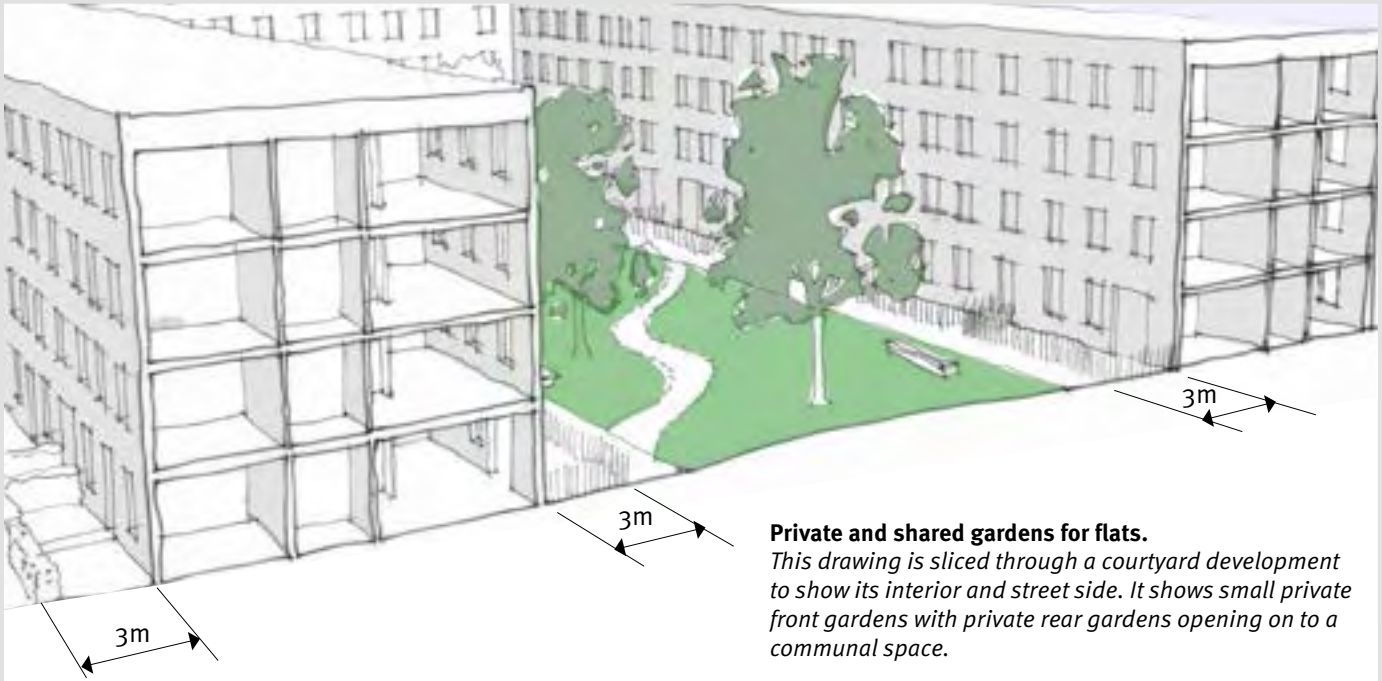
Private communal grounds shall be well proportioned, well orientated and secluded from vehicles. Narrow peripheral spaces, subject to overshadowing will not be acceptable. Residents should not normally have to cross streets and car parking to access private communal greenspaces.

Where it is difficult to achieve the areas normally sought for private open space - for example, because of a need to adhere to a spatial pattern in an area, the inclusion of balconies or roof terraces may be seen as a mitigating measure. Where they are included, it should be demonstrated that they will benefit from adequate sunlight or an outstanding view, preserve reasonable privacy and have an area that is not less than 5% of the net floor area of the dwelling.

The size of gardens can contribute to the character and attractiveness of an area. This is particularly the case in villa areas. Here, gardens of a similar size to neighbouring gardens are likely to be sought in order to preserve the character of the area.

Residential Homes and Care Homes

Particular attention should be paid to the orientation of care homes and long term residential homes. Residents should be able to access a garden space that is attractive, welcoming and well lit by natural light throughout the year and which allows a circuitous walking route to be created.



Private and shared gardens for flats.
This drawing is sliced through a courtyard development to show its interior and street side. It shows small private front gardens with private rear gardens opening on to a communal space.

The length of private gardens
Gardens should be designed to allow houses to be adapted and extended over time. This means that gardens longer than 9m are encouraged. Gardens in the centre of the picture are longer than 9m helping to allow the houses to be extended. Excessive changes in level should not be taken up across private back gardens. Where housing is set out across sloping ground, useable terraced space should be provided. Additional space is also required in garden where there is insufficient natural sunlight. North facing gardens should be longer to compensate for this.

3.4 Biodiversity

Maintain the integrity of Sites of European, National or Local Importance for biodiversity and geodiversity.

Conserve protected species and the habitats which support them.

Survey and assess development sites

Design sites to allow the development of a varied and robust, ecosystems.

Policy References

- ***Edinburgh Local Development Plan - Des 3, Des 10, Env 13, Env 14, Env 15, Env 16***
- ***Scottish Planning Policy***
- ***2020 Challenge for Scotland's Biodiversity***

In Scotland it is the duty of every public body and officer, in exercising any functions, to further the conservation of biodiversity so far as is consistent with the proper exercise of those functions (part 1, section 1 The nature Conservation (Scotland) Act 2004.

Although it is important to safeguard – or enhance – Priority Species, it is often the commonplace birds and plants that are important in a local context. Nationally there is a decline in Song Thrush populations and the once-common Tree Sparrow and Starling are now rare in some locations. 'Improved habitats' can be as important as untouched ones. Urban areas offer a rich mosaic of habitats suitable for an unexpectedly large variety of wildlife. Our buildings have replaced the original cliff-top haunts of species such as Swift and House Martin; older housing provides cave-like roofs for Long-eared Bats and modern properties are ideal for Pipistrelle bats; some industrial buildings offer nesting sites for Kestrels, Barn Owls and Peregrine Falcons. Buildings themselves, plus walls and bridges, can all support Bats, Bees, Beetles and Lichens.

Sites protected for nature conservation and geodiversity are identified on the Local Plan Proposal Maps. These include international and national heritage designations, such as Special Protection Areas and Sites of Special Scientific Interest and local designations such as Local Nature Reserves and Local Nature Conservation Sites.

There is a strong presumption against development that will affect protected sites. Any proposal will have to meet strict policy tests to ensure protected site integrity is not affected. In the case of internationally protected sites such as Species Protection Areas and Special Areas of Conservation this may include long periods of survey work to inform the 'strict policy test' and Habitats Regulations Appraisal (HRA).

See the technical guidance for a list of relevant legislation.

Protected species

European protected species (EPS) include bats, otters and great crested newts. They are legally protected and it is a criminal offence to disturb, injure or kill them; or to damage or destroy their resting or breeding sites. If we consider that a development proposal is likely to affect EPS then we will ask the applicant to carry out a survey to identify impacts and attempt to avoid them. If impacts cannot be avoided and an offence is likely to be committed then a protected species licence is required from Scottish Natural Heritage (SNH) to enable the proposal to proceed. Both SNH and the Planning Authority must be satisfied that the proposal will pass three tests laid out in the Habitats Regulations 1994. A license will not be issued unless planning consent is given.

Other species are protected by UK law. These include badgers, water voles and breeding birds, all protected species are a material consideration in the planning process.

More information on European and other protected species, survey work and relevant licenses are available from the ***Scottish Natural Heritage website***

European Protected Species (EPS) and Licensing Requirements

There are three strict legal tests which must all be passed before a licence can be granted.

In summary they are:

- Test 1: that there is a licensable purpose.(i.e that the licesnse is required for 'preserving public health or public safety or other imperative reasons of overriding public interest including those of a social or economic nature and beneficial consequences of primary importance for the environment') SNH provides more detailed guidance on Test 1 at: ***http://www.snh.gov.uk/docs/B896394.pdf***

- Test 2: that there is no satisfactory alternative;SNH provides more detailed guidance on Test 2 at: ***http://www.snh.gov.uk/docs/B896418.pdf*** and
- Test 3: that the action authorised will not be detrimental to the maintenance of the population of the species concerned at a favourable conservation status in their natural range (the
- Qualified ecologist should be able to provide advice on this or alternatively seek advice from SNH). For more information on the three species licencing tests, the SNH website provides detailed explanatory text about these tests: ***http://www.snh.gov.uk/protecting-scotlandsnature/ species-licensing/***

Site assessment and survey requirements

Proposed development sites may include features of natural heritage interest, or protected sites and / or species and an initial assessment of value must be made to establish whether further surveys are required. The process is :

1 A preliminary desk-based study to collect all existing ecological data about the site.

2 An Extended Phase 1 Habitat Survey to understand the ecology on site and the implications of the proposed development.

This will help identify what habitats are present, the protected species that they may support, further survey requirements, site constraints and potential mitigation. This information will inform site design.

Protected species surveys must follow established best practice and must be done at the correct time of year. Applications can be delayed if a survey season is missed. For example, bat survey work should comply with the Bat Conservation Trust publication ***"Bat Surveys: Good Practice Guidelines (3nd edition)".***

Biodiversity Duty and the Edinburgh Biodiversity Action Plan

The Nature Conservation (Scotland) Act 2004 places a duty on all public bodies to further the conservation of biodiversity. Section 1 of the Act, states that it is the duty of every public body and office holder, in exercising any function, to further the conservation of biodiversity so far as is consistent with the proper exercising of those functions. Every public body is now required to have regard to both the Scottish Biodiversity Strategy and the UN Convention on Biological Diversity.

The Edinburgh Biodiversity Action Plan

(Edinburgh Biodiversity Action Plan 2016-18)

The Nature Conservation (Scotland) Act 2004 places a duty on all public bodies to further the conservation of biodiversity. Local planning policy requires new development to demonstrate protection and enhancement of biodiversity. The ***Edinburgh Biodiversity Action Plan*** (LBAP) contains actions for the conservation of habitats and species. Aligning the design of the development with LBAP objectives is one way of meeting this policy requirement. Some examples include: retaining and enhancing existing features of value to nature; use of a diversity of structures in the landscape design; provision of nest sites for wildlife.

Layout and design

It is important that the information gathered from surveys influences the final proposal. Existing natural features should be retained and enhanced where possible and kept in context rather than in isolated fragments. Integrated habitat networks and green corridors are encouraged to enhance biodiversity and help mitigate climate change effects. The landscape design of the scheme is expected to enhance the biodiversity value of the new proposals. This should include enhancing connections between ecological features within and across the site. It is also expected that the planting plan will maximise the structural diversity of the site and provide a scheme that allows biodiversity value to increase over time.

Technical guidance

Statutory requirements

The Council must ensure statutory requirements relating to biodiversity are being fulfilled.

The framework for statutory sites and species protection is provided by:

- Conservation (Natural Habitats &c.) Regulations 1994, as amended ("The Habitats Regulations")
- The Town and Country Planning (Environmental Impact Assessment) (Scotland) Regulations 2011
- Wildlife and Natural Environment Scotland Act 2011
- Nature Conservation (Scotland) Act 2004
- The protection of wild mammals (Scotland) Act 2002
- Protection of Badgers Act 1992
- Wildlife and Countryside Act 1981 (as amended).

Types of designated sites in Edinburgh

see Local Development plan map

International

Ramsar Sites - Habitats

A wetland site listed under the Convention of Wetlands adopted following an international conference in Ramsar, Iran 1971.

Special Protection Areas (SPA) - Birds

An area designated under the Wild Birds Directive to protect important bird habitat.

National

Sites of Special Scientific Interest (SSSI) - Habitats and Species

Areas of national importance - The aim of the SSSI network is to maintain an adequate representation of all semi natural and semi natural habitats and native species across Britain.

Local

Local Nature Reserve

Designated for its local special natural interest and / or educational value.

Local Nature Conservation sites:

Local Biodiversity Site

Local Geodiversity Site

Designated for its local biodiversity, geodiversity and social educational value.

Ecological Impact Assessment

An Ecological Impact Assessment (EcIA) may form part of an EIA and is required for major and some small scale developments . The principle is to identify the biodiversity features of interest and propose avoidance, mitigation or compensation to reduce all impacts to the non significant level. An EcIA should be submitted as part of the planning application and should adopt the methodology of the Chartered Institute of Ecology and Environmental Management (CIEEM).

The CIEEM maintain a directory of suitably qualified ecologists who can carry out surveys. See ***http:// www. ieem.net/members-directory*** CIEEM also maintain a list of survey guidance materials. See:

http://www.ieem. net/sources-of-survey-methods-sosm-

http://www.cieem.net/data/files/Website Downlaods/Guidelines for Ecological Impact assessment 2015.pdf)

Habitats Regulations Appraisal

Any development likely to have a significant effect on a Special Protection Area (SPA) will be subject to a Habitats Regulations Appraisal, in addition to other assessments. If likely significant effects cannot be ruled out then the Council will have to carry out an 'appropriate assessment' of the proposal. The developer will be required to supply data to support this appropriate assessment. More information on HRA can be found at the following link: ***Http:/ wwwsnh.gov.uk/protecting –scotlands-nature/ protected-areas/international-designations/nature-sites/habitats-regulations-appraisal/*** Firth of Forth HRA Guidance for developers and regulators ***http:www.snh.gov.uk/docs/A1979038.pdf***

Timing

Project management should take into account the optimum survey period for protected species (see the survey timetable below for guidance). Surveys findings should inform design and form part of the application. Surveys older than 12 months may be considered to be out of date and invalid in supporting an application. In some instances the timing of works may also be affected by the requirements of protected species.

The Wildlife Information Centre

Records on the presence of protected species or habitat in or near a proposed development site may be sought from The Wildlife Information Centre. See: ***http://www.wildlifeinformation.co.uk.***

Invasive Non Native Species

Scotland has many introduced plants, some of which have been identified as being invasive by out completing our native plants for light space and nutrients. The most common invasive species in Edinburgh are:

Japanese Knotweed (Fallopia japonica)

Giant Hogweed (Heracleum mantegazzianum): and

Himalayan balsam (Impatiens glandulifera)

The Wildlife and Natural Environment (Scotland) Act 2011 (Annex B) has introduced measures to deal with non native species. If a survey shows these invasive non native species are present on a site, the developers must remove them and ensure they are not spread from the site. Soil with Japanese Knotweed or Giant Hogweed it classified as controlled waste under the Environment Protection Act (1990).

The Scottish Government has produced a Non-native species Code of Practice that will help developers understand their legal responsibilities. For more information see: ***www.scotlands.gov.uk/publications/2012/08/7367***

http://www.nonnativespecies.org/home/index.cfm

Biodiversity. Code of practice for planning and development – BS42020 - The first British Standard on biodiversity management.

Planning has a key role to play in supporting the UK commitment to halt the overall loss of biodiversity by 2020 in accordance with the European Biodiversity Strategy and UN Aichi targets. BS 42020 Biodiversity in planning and development – Code of practice, is useful tool when considering biodiversity in the context of planning.

Bird nesting Boxes—Wesfield Avenue
These are integrated into the design of the balconies to provide useful habitat for birds.

Swift Bricks—Beaverbank Place
On this development in North Edinburgh these are designed into the external wall. These should be shown on planning drawings.

Survey timetable

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Badgers												
Bats—hibernation roosts												
Bats—summer roosts												
Bats—foraging / commuting												
Birds—breeding												
Birds—over winter												
Great Crested Newts (*1)												
Invertebrates												
Otters												
Water Voles												
Habitats / Vegetation												

Survey time
Optimal
Sub Optimal

(*1) Refer to the ***Great Crested Newt Conservation Handbook***

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3.5 Trees

Using a suitably qualified arboriculturalist, survey and evaluate the existing tree and woodland resource within the site and 12m beyond the site.

Design development to take into account above and below ground constraints for retained trees and future planting.

Survey, assess and identify trees to be retained

Protect retained trees and areas identified for new tree planting during construction.

Ensure trees for retention are marked on masterplans.

Policy References

- *Edinburgh Local Development Plan - Des 3, Env 12*
- *Scottish Planning Policy*
- *The Right Tree in the Right Place*

Trees and woodlands are important for the quality and character of the landscape, the townscape, biodiversity, cultural heritage, ecosystem services and our sense of well being. Retention of trees and woodland within new development also gives a sense of maturity and raises the overall quality of the setting. Where trees are damaged and then decline or where inappropriate design leads to conflict, these positive benefits are lost. Successfully marrying trees and new development requires a process of survey, analysis and design which is set out in the British Standard (BS) 5837:2012. This provides a balanced approach on deciding when trees should be retained, how design considerations will be affected by existing trees and appropriate protection for trees during development.

Trees
This ancient woodland makes an invaluable contribution to biodiversity

A tree survey is required substantially in the form specified in BS 5837:2012 for all trees with a stem diameter of 75mm or more at 1.5m above ground on the site or within 12m of its boundary. Trees should then be categorised in accordance with their quality and suitability for retention.

In certain cases woodland may be surveyed as a whole and managed using best woodland management principles. Using this information, a Tree Constraints Plan (TCP) should be prepared to show the below and above ground issues that need to be taken into account during the design process to ensure successful survival of these trees.

Below ground, the Root Protection Area (RPA) must be identified for each tree, to be left undisturbed and protected from damage from building, road construction or service trenches and layouts of SUDS. Above ground, the physical requirements for future growth and maintenance will include for example the ultimate height and spread of each tree.

Input to the design layout also requires consideration of factors such as the effect trees may have on daylight, shading of buildings and open spaces, privacy, screening, wind throw and amenity issues with leaves from certain species.

Visibility splays, changes of level and allowance for construction activity will also be considered. When submitted with a planning application, the TCP should demonstrate how regard was given to the retention of trees in the proposed site layout.

Opportunities for future planting should also be identified and plotted on the TCP to identify areas for protection from soil compaction.

Once the layout is finalised, a Tree Protection Plan should be prepared showing trees for retention and removal, and the precise location of protective barriers and ground protection forming the Construction Exclusion Zone. Fencing will be at least to the standard shown in Figure 2 of BS 5837:2012. These will be erected before work starts on site and maintained throughout the construction phase.

Tree Preservation Orders as set out in the Tree Protection Charter will be used to safeguard trees in appropriate cases.

It is a duty under Section 159 of the Planning Act (1997) that conditions must be applied to all planning applications where existing trees require to be protected .

The developer should be aware of the responsibility to determine the presence of bats (a European protected species) and identify potential bat roosts on site and the effect of proposals on habitat and navigation features. See section ***3.4. Biodiversity***.

Sample tree survey and root protection plan

Summary of process

1 Carry out a tree survey and categorisation to identify trees worthy of retention.

2 Prepare a Tree Constraints Plan showing physical and spatial requirements for retaining those trees. This includes a Root Protection Area for each tree and an indication of the ultimate spread of canopy.

3 Use Tree Constraints Plan to design an initial site layout and identify areas for new planting.

4 Achieve finalised site layout.

5 Prepare a Tree Protection Plan showing the Construction Exclusion Zone.

6 Submit with Planning Application.

7 Planning approval with conditions.

8 Prior to start of construction, erect tree protection fencing and other identified measures to form a Construction Exclusion Zone.

9 Ensure site supervision to maintain tree protection fencing and measures until removal agreed.

3.6 Planting

New planting proposals should be prepared by a suitably qualified Landscape Architect or Arboriculturalist (for trees).

Species selection should be appropriate to the intended location, function and growing space, taking into account ultimate height and spread, and relationship to buildings, paths and roads.

Use native species in locations adjacent to an existing nature reserve, wildlife corridor, rural area or when establishing woodland. In other areas use a mix of species to provide robust ecological diversity and resistance to disease.

Planting design should recognise Edinburgh's distinct landscape characteristics and provide an attractive, biodiverse and a long lived landscape structure for the future.

Woodland and structure planting should be carried out in advance of development to allow early establishment.

Proposals must allow for ease of maintenance and long term establishment

The concept and vision for the planting should be presented in a Landscape Framework at PPP.

Policy References

- ***Edinburgh Local Development Plan - Des 3, Des 8, Env 12, Hou 3***
- ***Scottish Planning Policy***

An attractive and functional landscape scheme should use trees, shrubs, boundaries, ground cover and hard landscaping imaginatively to provide an appropriate setting for buildings. It can assimilate and integrate new development into the locality. All planting scheme should add to the biodiversity of the area by maximising structural diversity. They should provide all year round interest, and be playful landscapes that can be used by all age groups. Poisonous plants should be carefully specified and not used in housing schemes, school or nurseries. Bulb planting should be used to create early spring interest.

For advice on planting schemes for Sustainable Urban Drainage Schemes see section XXX.

Trees in particular make a positive contribution to both urban and rural landscape and new development should provide a spatial framework of new tree and woodland planting. Large stature tree species should form the basis of structure planting and adequate space allowed for their ultimate size. Housing proposals and major planning applications should provide sufficient space to accommodate at least 20% of long lived large scale trees to provide a long lasting heritage for future generations.

Trees to edge of park—Forthquarter Park

Trees integrated into urban play park—McEwan Sq.

Edinburgh's Heritage of round crowned deciduous trees should be respected in a planting schemes and the creation of wooded ridges demonstrated with proposals wherever practicable.

Tree should be used to create special places in housing proposals, for example using orchards and fruit trees, horse chestnut trees (conkers) etc.

Any unavoidable removal of trees should be compensated by replacement with at least extra heavy standard sized trees or semi-mature in locations where amenity is a key consideration.

Trees in paved areas require careful detailing to provide suitable growing conditions. See Hard landscape (page 73). All planning applications should provide full tree pits/trench details.

Shrubs, hedges and ground cover plants should be used to define spaces, and provide shelter, privacy, amenity and enhance biodiversity.

Grassed areas are important for recreational spaces and bulbs and native wildflower seed mixes should be used to add seasonal interest and habitat value. If appropriate the Edinburgh Wildflower Seed Mix should be specified. (link XX)

Where space is limited climbing plants and green walls should be introduced where practicable.

Proposals within the CAA restriction zone should seek early liaison with Edinburgh Airport on their planting concepts in order to reach agreement.

Applications for Planning Permission in Principle

These applications should be accompanied by a landscape strategy setting out the proposed use and treatment of external spaces, indicating the location of services and changes in level, including preliminary drainage proposals (such as the layout and maintenance responsibilities for SUDS—*see page 95.* The strategy should include cross sections of typical roads and streets and green/blue corridors. Key distances from natural features and a palette of planting material should also be included.

Full planning applications

Full Applications require all planting and hard landscape proposals to be specified as follows:

- Full botanical name of all plant stock;
- Minimum size of plant stock at planting as per the National Plant Specification;
- Expected height and spread of trees.
- Planting density, total numbers and/or planting locations;
- Tree pit details, including means of support and protection;
- Details of surfacing materials, including grass mixes and paving;
- Details of junctions between surfacing;
- Details of walls and fencing, including boundary treatments;
- Details of new play areas and equipment;
- Site furniture including bin and cycle stores;
- Details of all functioning landscape elements of Sustainable Urban Drainage.

Management and maintenance

Details of the intended arrangements and proposed long-term maintenance and management operations for all landscape proposals should be submitted to demonstrate that a high standard of landscaping can be achieved, appropriate to the location of the site. This includes proposals for the adoption or otherwise of landscape features within streets.

For many landscape proposals in the city, the airport operator are required to assess proposed planting and water features against the risk of attracting birds which threaten the safety of air traffic.

Care should be taken to ensure that community safety is promoted through the specification and maintenance of trees and shrubs. Within pedestrian routes, streets and public open spaces, trees should not prevent good visibility with a minimum clear stem height of 2m. Shrub planting should also avoid impeding the opportunity for natural surveillance and must avoid the creation of hiding places. Where good visibility is essential shrubs should ultimately grow no higher than 1 metre and tree should have no foliage , epicormic growth or lower branches below 2 metres thereby allowing 1 metre filed of clear vision.

Hedges and planting should not obscure doors or windows, and trees should not provide climbing aids into property or obscure lights or CCTV cameras.

Planting specification

The following minimum standards will apply:

	Size at planting	Density / spacing	Other requirements
Woodland	60-80 cm height.	1m spacing	Include 30% feathered trees of min height 180cm where immediate visual effect required.
Trees - green spaces	Extra heavy standard, 14-16 cm girth minimum. The Council may require larger dependent on location.		2m clear stem
Trees - paved spaces	Semi mature, 30-35 cm girth		2 m clear stem, underground guyed. Minimum 1.2m wide tree pit. The surface should be finished with either a cover in metal /corresponding paving / resin bound gravel. ***See also Hard landscape***
Hedges	60-80 cm height	250mm spacing in two offset rows 300mm apart	Protected by post and wire fencing
Shrubs	Dependent on species	500-600mm apart	Planted in groups of 3-5 of same species
Ground cover	Dependent on species	450mm apart	Planted in groups of at least 7 of same species

3.7 Hard landscape

Ensure hard landscape design helps reinforce Edinburgh's distinctive character

Harmonise materials used in new hardworks design with the materials used within the surrounding landscape.

Use stone walls and railings where this is the commonly used edge detail.

Keep the number of colours and materials in the hard landscape in a new development to a minimum.

Detail the hard landscape to ensure it has a good visual appearance that lasts over time.

Enhance biodiversity by incorporating hedge planting as boundaries.

The concept and vision for the hard landscape design should be presented in a Landscape/ Public Realm framework for PPP applications.

Policy Refs

- ***Edinburgh Local Development Plan - Des 8Edinburgh's hard landscape is defined by the simple, uncomplicated use of a small palate of materials.***

Edinburgh's hard landscape is defined by the simple, uncomplicated use of a small palate of materials.

Materials should be chosen to define spaces of differing functions, public / private spaces and changes in level. The materials should be suited to the character of surrounding buildings especially where the buildings are of special interest or importance.

It is expected that new development will comply with the Edinburgh Standards for Streets and Designing Streets.

As well as streets, new developments may provide hard landscape areas. To reinforce Edinburgh's unique character it is expected that the design of these spaces should use hard paving materials found in the surrounding area, provided that these materials already comply with the Edinburgh Standards for Streets. The detail is also important, including ensuring the size of paving is appropriate.

Features such as boundary walls, railings, seating, cycle storage or stands etc, should all be carefully coordinated and integrated into the design. There is a strong tradition of stone walls, railing on low stone wall or coping and hedges in Edinburgh. These details should be used to reinforce Edinburgh's unique characteristics. Tall boundary walls using rendering should be used sparingly and detailed very carefully to shed water. Drainage needs to be robust and uncomplicated.

Narrow planters should be very cautiously used as boundary elements as they generally fail over the long term. Railing on coping or low walls or hedges are a more successful edge treatment. Timber fencing should not be used in the public realm unless bespoke and beautifully detailed.

The texture and form of trees improve urban environments such as squares and plazas and contribute greatly to the quality of public realm. Trees in hard landscape need to be carefully specified and have adequate soil volume, water and air for healthy growth. Raised planters should be avoided since trees are more likely to suffer restricted growth.

Paving materials should be the same on both sides of streets.

Old College
The redesign of the space with a new green and sandstone paving provides the University of Edinburgh's Old College with a fitting setting.

Fountainbridge
A square has been formed between the new and old buildings. This simple space provides space for the cafe to spill out as well as an attractive new route through the development.

Technical guidance

All paving materials should be fully specified, in terms of type, finish, unit size, proposed pattern/ bond and method of laying and jointing. Attention should be paid to how changes in level are addressed, detailing of drainage and correct specification of sub-base and materials where spaces will be subject to vehicular traffic. To avoid awkward cutting and jointing of units around existing and proposed features, appropriately sized or special paving units should be used and carefully coordinated with the layout of street furniture.

Lauriston Place
Trees in paving
These should be located in larger beds, trenches or linked pits with drainage and irrigation provided. Refer to Planting specification table (page <?>). Paving should be supported independently outwith the tree pit to avoid paving subsidence. The use of a substantial kerb can deflect road salt from polluting soil around the tree.

High St
Old Town and other conservation areas
Traditional materials of Caithness flagstones for paving, granite and whinstone kerbs and setts have been used extensively throughout the Old Town and will be sought here and in other conservation areas around the city with the exception of the New Town.

Queen Street
New Town
In the New Town, sandstone should be used as the paving material. The paving outside the Scottish National Portrait Gallery provides a model that should be used elsewhere in the New Town.

Fala Place
Shared surfaces outwith conservation areas
Shared surfaces outwith conservation areas need to be kept very simple. If block paving is used, there should be no more than two tones and these should be grey.

Western Corner
Areas with significant footfall
In other areas with significant footfall, such as local centres outwith conservation areas, rectangular precast concrete slabs (coloured grey) should be used.

3.8 Water environment

Any development will alter the way that water moves across a site in times of rainfall or flooding. Flooding can happen because of pluvial (overland) flow, fluvial (river) flow or coastal flooding in certain conditions. Culverted rivers, streams or historical springs can also be present. Understanding the history of site and the risks and opportunities that water movement provides should be appraised very early on in the design process in order that concept layout plans presented to the council officers are realistic.

Policy References

- ***Edinburgh Local Development Plan - Des 3, Des 6, Des 7, Env 21***
- ***Scottish Planning Policy***

Along with increased flood risk the development can also increase the pollution due to the run off over hard surfaces. New development must address these issues through the use of Sustainable Urban Drainage Systems. SUDS systems attenuate water, treat polluted water and should be designed to maximise biodiversity benefits. They should also be designed so they are an attractive addition to the landscape. A range of SUDS features are available to designers including porous paving, greenroofs, swales, biorention trenches and detention basins and ponds.

In greenfield sites SUDS and flood attenuation methods should be designed above ground by early discussions with water engineers and landscape architects within the design team. On constrained brown field sites underground solutions are possible however these leave a legacy of hidden structures that have the potential to fail and should only be used in exceptional circumstances.

SUDS attenuation—Research Avenue North
Landscape is integrated with the SUDS attenuation pond to make it an attractive visual feature.

Sustainable Urban Drainage Systems

SUDS are a legal requirement under the Water Environment (Controlled Activities) (Scotland) Regulations 2011 when discharging surface water to the water environment (except ofr a single dwelling house or discharge to coastal waters).

All SUDS schemes should be designed to comply with CIRIA C753 the SUDs Manual and the latest Sewers for Scotland design guidance.

SUDS schemes should be considered at the outset of the project and presented as a strategy with plans at PPP which should align with the urban design and landscape framework.

If the SUDS system and the attenuation of flood waters up to the 1:200 plus climate change is to be combined, then the 1:30-1:200 can be designed into the open space (hard or soft) or parkland areas provided the designs of the landscape/ public realm are attractive and suitable maintenance arrangements can be put in place.

SUDS schemes should be designed to maximise the benefits we can secure from surface water management which are:

- Control the quantity of runoff
- Manage the quality of runoff and prevent pollution
- Create and sustain better places for nature
- Create beautiful places for people

Sustainable Urban Drainage Systems should also be designed by engineers and landscape architects.

The designers should propose a system that:

- that is attractive and visually interesting
- conveys water through the site above ground in swales, biorentention trenches and filter trenches as opposed to a piped system
- integrates the attenuation areas into the landscape design attractively
- be maintained by grass cutting machines max grass slopes 1:6
- uses hard landscape areas in suitable locations
- achieves water quality improvements through a series of treatment and not end of pipe control
- enhances biodiversity
- is overlooked by development as opposed to located in a hidden space
- only be fenced in exception circumstances, a carefully designed landscape should be able to reduce the risk to an acceptable standard.

SUDS Requirement	Why SUDS required	Checking Authority	Adoption Authority	Design Manuals
Roads (eg infiltration, ponds)	To reduce, treat and attenuate, delay surface water on the roads reaching the sewerage system	• Roads Dept, Local Authority	Roads Dept, Local Authority	• SUDS for Roads • Green Infrastructure - Design & Placemaking • Delivering Sustainable Flood Risk Management • Sewers for Scotland • SUDS manual • SEPA guidance
Treatment Ponds / Basins	To treat surface water prior to discharge into a watercourse, culverted watercourse or sewerage system	• Treatment Train—SEPA • Capacity—Council Flood Prevention • Design—Scottish Water, Council Planning	Scottish Water	
Surface Water Attenuation	To attenuate surface water flows up to the 200 year event	• Council Flood Prevention • Council Planning • Scottish Water	Scottish Water; or private owner	

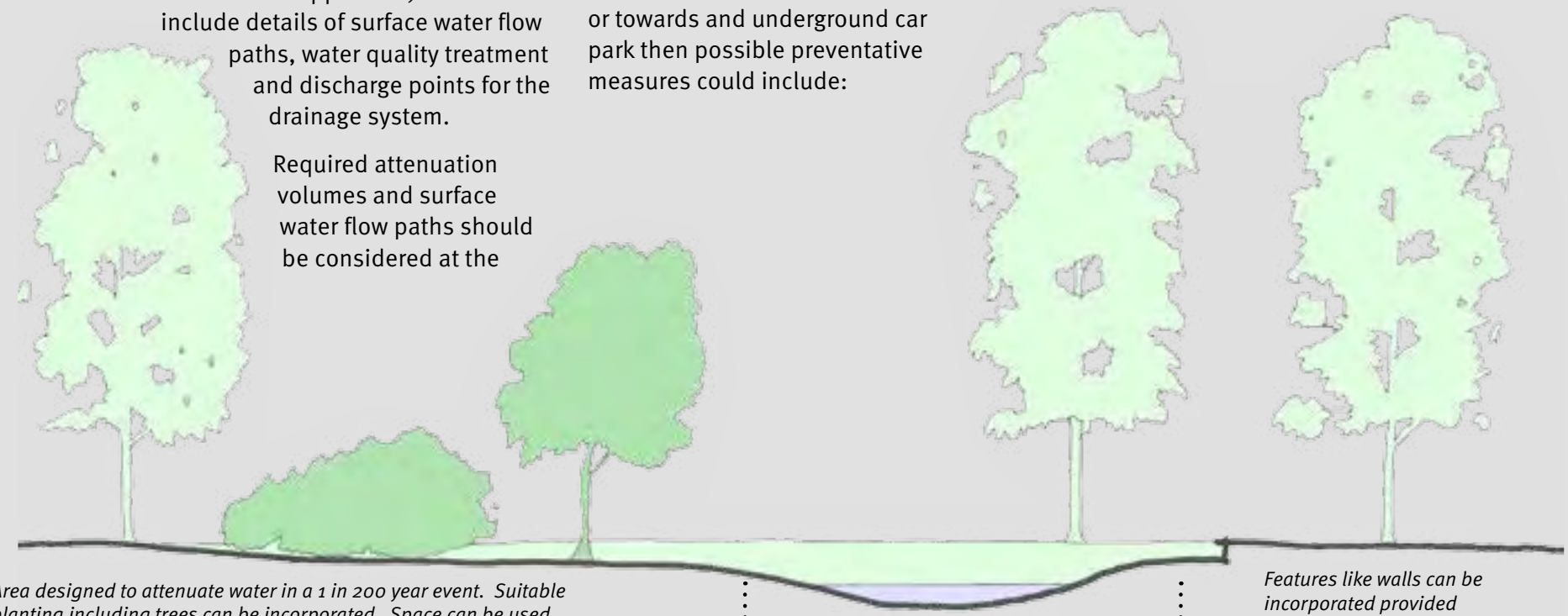
Surface Water Management Plans

A surface water management Plan (SWMP) is a document necessary for the Council to assess the flood risk from surface water and ensure that runoff from the development does not increase flood risk to properties elsewhere. The SWMP should identify a drainage a strategy for events up to a 1:200yr flood event (a 0.5% Annual Exceedance Probability (AEP) , with an allowance of climate change as stated in Sewers for Scotland or SEPA's guidance (Links.. Technical Flood Risk Guidance for Stakeholders (SS-NFR-P002 whichever is most applicable) . It should include details of surface water flow paths, water quality treatment and discharge points for the drainage system.

Required attenuation volumes and surface water flow paths should be considered at the feasibility stage as they can affect the location and layout of development. Surface water should be dealt with by analysing the existing and proposed flow paths together with potential ponding and runoff depths. This should include runoff from outwith the site, from unpaved areas within the site, and from roofs and paved area in the events which exceed the capacity of the system.

New buildings in the development must not be at risk of flooding as a result of these flow paths and depths. For example, where flow paths show that water will be directed to a level access, or towards and underground car park then possible preventative measures could include:

- Change to the internal layout so that the door is not directly in line with the flow around the properties.
- Raising the floor level and providing a ramp. Floor levels to be raised to a minimum of 200mm. Ground levels either side of the ramp must fall away to enable water to flow around the property. In terraced situation a fall needs to be maintained across each individual ramp, either from the centre of a terrace to either side or from one end to the other.



Area designed to attenuate water in a 1 in 200 year event. Suitable planting including trees can be incorporated. Space can be used for a range of functions like kick about areas. Gently sloping embankments help make the space easier to access.

SUDS feature for 1 in 30 year event.

Features like walls can be incorporated provided these are factored

- Use other design concepts to divert the water around the properties.
- The use of soft landscaping as a form of soakaway and the reliance on linear slot drainage channels will not be sufficient as a form of flood prevention or diversion.
- Care must also be taken that where walls are built between gardens on the 'high' side of a slope that gaps are left to avoid trapping water.

The development should provide attenuation of surface water flows up to the 1:200yr+CC event on site.

Attenuation should be above ground. Underground attenuation is only acceptable in exceptional cases, for example in constrained brown field sites in urban areas. Flow to the attenuation areas should be through linear features designed into the landscape/ streetscape of the site .The scheme should be designed by a team that includes an engineer and landscape architect.

Hard works details that from part of the public realm should be designed in liaison with landscape architects in the design team to provide a co-ordinated response that is appropriate to the context and is part of the overall design concept. In the public realm careful consideration is required about flows along the streets and the attenuation of the overland flows. In certain situations flows can be attenuated in hard landscaped areas provided they do not negatively impact the flood of proposed or existing properties.

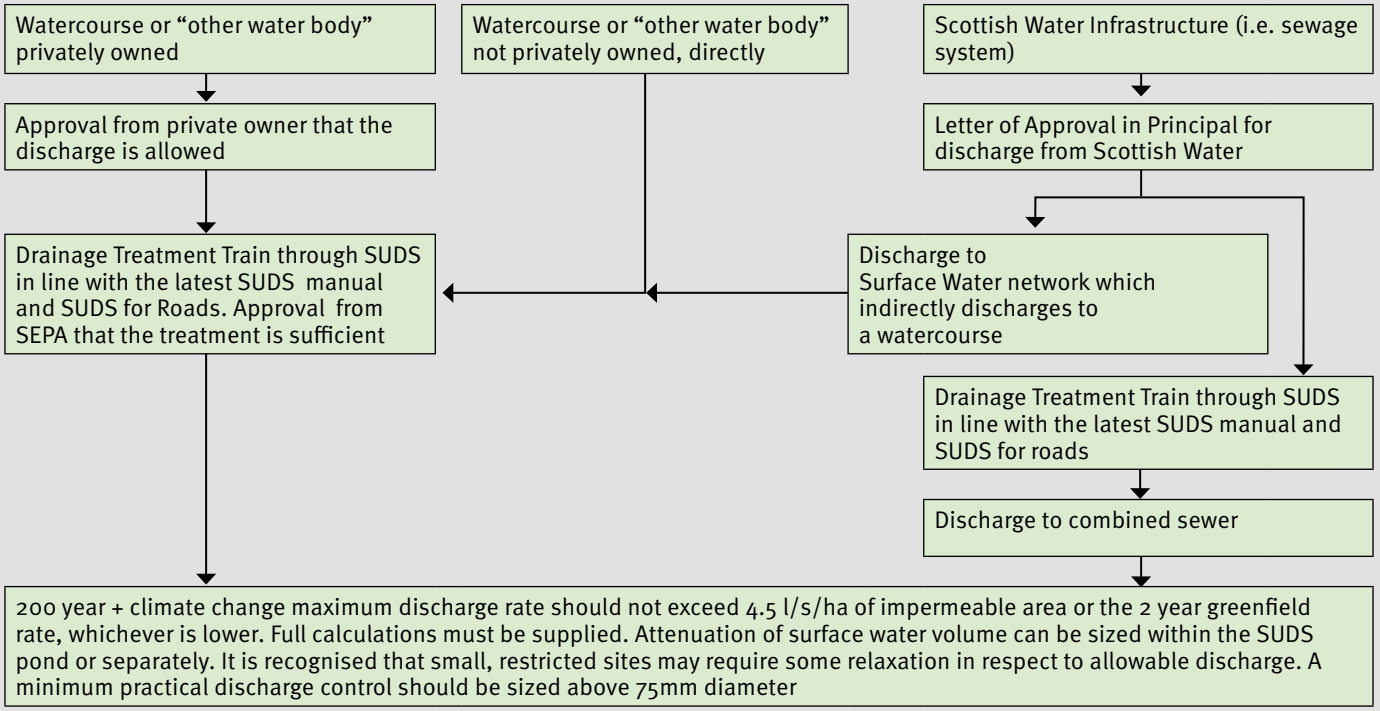
On larger sites where banks are being used to create the attenuation features, these should not be steeper than 1:6 to allow for grass cutting by the Local Authority teams. Steeper slopes will require planting with suitable plants that do not require cutting. It should be noted that arisings will not be picked up and may contribute to a gradual reduction in the amount of storage provided by a feature.

The maximum discharge rate to the 200yr attenuation should not exceed 4.5l/s/ha impermeable area or the Greenfield runoff fate, whichever is the lower.

Contents Previous Next

Discharge Points for the drainage system

The flowchart below shows requirements for discharge points for a range of scenarios.

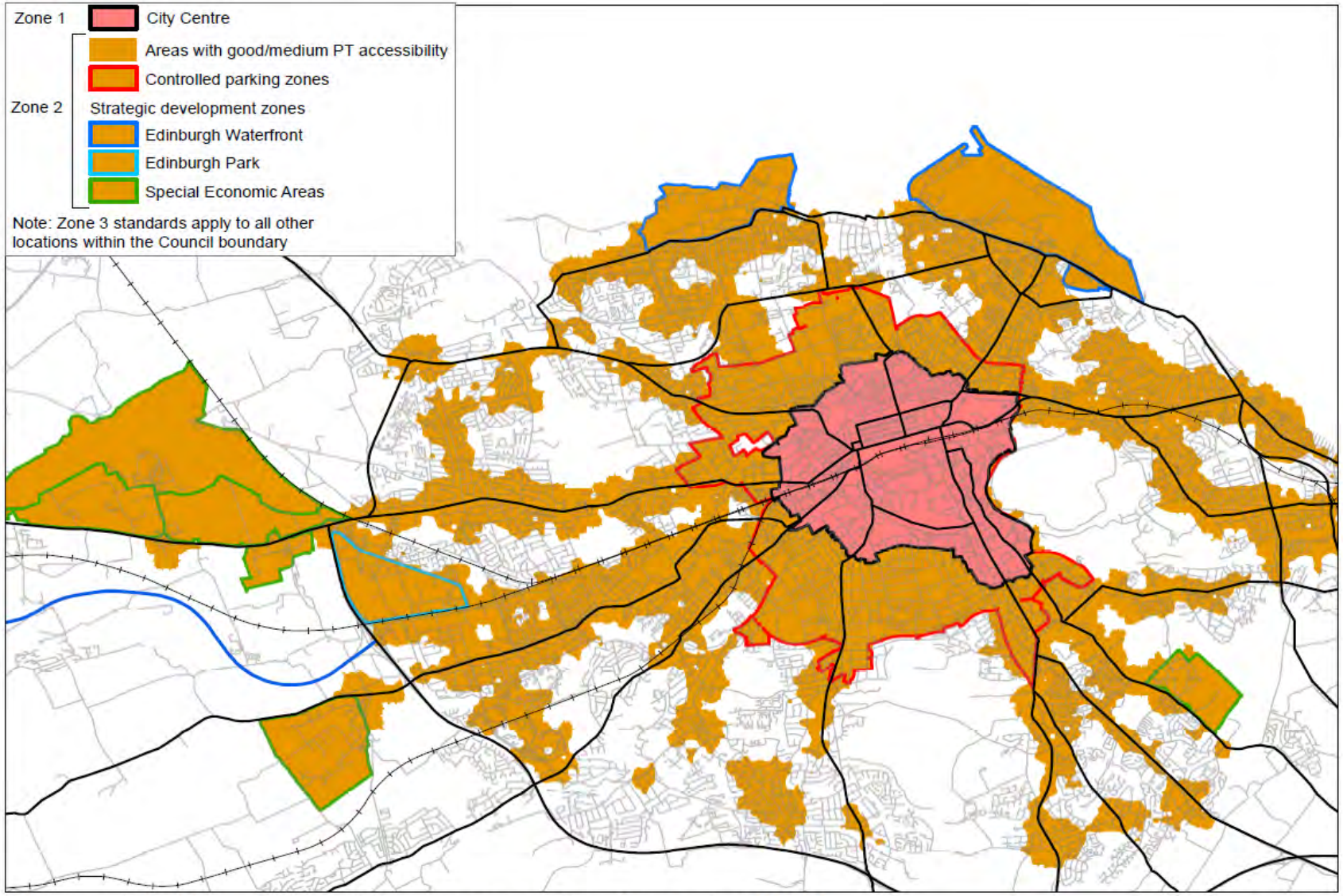


SUDS—Upton, England
This SUDS feature is sensitively integrated into the development

SUDS—Malmo, Sweden
Sustainable drainage is fully integrated into the design and is a major component of this recent development
Image courtesy of Steve Tiesdell Legacy Collection

locked up culvert
Where possible, culverts should be opened up.

Appendix 3 - Map of Proposed New Parking Zones



Appendix 4 - Proposed Changes to Parking Standard Zones

New Zone	**Comprising Old Zones**	**Supporting Information**
1: Central	1 *(Central Area CPZ, Excellent PTAL)*, & 2 *(Peripheral CPZ, Good PTAL)*	The CPZ now extends beyond the old Zones 1 and 2, with both also having high PTAL (Public Transport Accessibility Levels). For many developments the two zones (that have been rationalised to one) had the same standards, whilst for other developments there was variation between the respective standards. In such instances, the more stringent standards for the old zone 1 have been prioritised since both have high PTAL, and fall within the CPZ, reducing the need for higher parking levels.
2: Public Transport corridors, Controlled Parking Zones, & Strategic D'vlpment Areas	3a *(Public Transport -PT - corridors/ tenement areas)*, 3c *(tenement areas outwith PT corridors)*, and the development zones of: 5b *(West Edinburgh)*, and 5c *(Other major development area)*	This new zone comprises areas with mid-to-high levels of public transport accessibility, strategic development areas, and areas falling within a Controlled Parking Zone. The same standards are therefore applicable across all such areas. The new Zone 2 standard is an average of the old four zones (3a, 3c, 5b & 5c), and is generally consistent with the old zones, though there are notable differences in Zone 2 allocations for business, general industry, storage/distribution, residential developments, and the motor trade - (see table overleaf). The more stringent Leith Docks (Old zone 5a) category has been excluded from consideration - see note at foot of table - when determining average values for the new Zone 2.
3: All other areas	4 *(low-to-mid PTAL: mid-population density)*, & 6 *(low PTAL & low population density)*	These two old zones had consistency across their respective standards, with marginal variation between them. Where variation did occur, an average of the two standards forged the new standard.
Note: The following old Zone categorisations have been negated, with the associated rationale of: - old Zone 3b (future PT corridor - had same standards as old Zone 3a & 3c) as it never materialised/ served as an effective differentiator, while the potential extension to the tram remains uncertain; - old Zone 5a (Leith Docks), which had more stringent standards than the other development zones (old Zone 5b & 5c), has been negated due to the scaling back of development planned for the area, for example, the estimated capacity of sites for housing in Edinburgh Waterfront has been reduced from 17,100 houses to approximately 12,000 (520 already completed).		

		New Zone Reference	Zone 1		Zone 2				Zone 3	
		(Comprising Existing Zones)	1	2	3a	3c	5b	5c	4	6
Class 1 Shops / Class 2 Financial & Professional Services		Retail Warehouse (public use)	0	0	0	0	0	0	0	0
		Retail Warehouse (trade only)	0	0	0	0	0	0	0	0
		Shops < 500m2	0	0	0	0	0	0	0	0
		Shops > 500m2	0	0	0	0	0	0	0	0
		Class 2: Financial/Pr'fsnal S'rvcs	0	0	0	0	0	0	0	0
Class 3 Food & Drink			0	-25%	0	0	0	0	0	0
Class 4 Business / Class 5 General Industry / Class 6 Storage & Distribution		**Class 4**: Business	0	-76%	-5%	-5%	47%	30%	12%	-12%
		Class 5: General Industry	0	-76%	-4%	-4%	48%	31%	12%	-12%
		Class 6: Storage/Distribution	0	-76%	-6%	-6%	47%	44%	12%	-12%
Class 7 Hotels			0	-50%	0	0	*No old max.*	0	0	0
Class 8 Residential Institutions			0	0	17%	17%	-17%	-17%	0	-25%
Class 9 Housing (all forms of housing, plus flats)		Studio/ 1 room	0	0	*No maximum allocation provided in existing standards for housing across these zones.*					
		2 rooms	0	0						
		3 rooms	0	0						
		4 or more rooms	-50%	-50%						
Class 10 Non-Residential Institutions		Schools/nurseries	0	-77%	0	0	No existing max.	0	0	0
		Libraries	0	-50%	0	0		0	0	0
		Church/comm. Hall	0	-50%	0	0		0	0	0
Class 11 Assembly & Leisure		Cinemas/theatres	0	-50%	0	0		0	0	0
		Golf courses	n/a	n/a	0	0		0	0	0
		Swimming	0	-50%	0	0		0	0	0
Sui Generis	Motor Trade	Display area	0	-25%	-2%	-2%	7%	-2%	0	0
		Spares	0	9%	0%	0%	9%	0	0	0
		Service/repairs	0	0	0	0	0	0	0	0
		Staff	0	-77%	-25%	-25%	25%	-25%	0	0
	Student Flats		0	0	0	0	40%	-17%	0	-20%

Note: a -% value represents a reduction in parking allocation from the old to the new standards, and vice-versa.

Appendix 5 Proposed New Parking Standards

		Car Parking Maximum								*Cycle Minimum*		*Motorcycle Minimum*	
	New Zone Reference	Zone 1		Zone 2				Zone 3		Employees	Customers	Employees	Customers
	(Comprising Existing Zone)	1	2	3a	3c	5b	5c	4	6				
Class 1 Shops /	Retail Warehouse (public use)	500		50				30		500	1000	4000	2000
Class 2 Financial &	Retail Warehouse (trade only)	3000		360				180		1000	2000	8000	4000
Prof'snal Services	Shops < 500m2	100		50				25		250	500	2000	1000
	Shops > 500m2	70		35				20					
1 space per Xm² GFA	**Class 2**: Financial/Pr'fsnal S'rvcs	100		50				25					
	Disabled parking	One space for each employee who is a disabled motorist, plus 3 bays or 6% of total capacity whichever is greater for visitors.											
	Electric vehicles	For schemes where 10+ car parking spaces are proposed, one electric vehicle charging point should be provided for every five spaces.											

Class 3 Food & Drink		Zone 1	Zone 2	Zone 3	Cycle	Motorcycle
(incl. pubs & hot	*1 space per Xm² of GFA*	20	14	11	75	1 per 20 car spaces
food takeaways:	Disabled parking	One space for each employee who is a disabled motorist, plus 3 bays or 6% of total capacity whichever is greater				
suis generis)	Electric vehicles	For schemes where 10+ car parking spaces are proposed, one electric vehicle charging point should be provided for every five spaces.				

Class 4 Business / Class 5 General Industry / Class 6 Storage & Distribution					Cycle		Motorcycle	
		Zone 1	Zone 2	Zone 3	Employees	Customers	Employees	Customers
1 space	**Class 4**: Business	500	63	35	150	1000	1000	4000
per Xm²	**Class 5**: General Industry	1000	125	70	300	2000	2000	8000
GFA	**Class 6**: Storage/Distribution	3000	385	210	900	6000	6000	16000
	Disabled parking	One space for each employee who is a disabled motorist, plus 2 bays or 5% of total capacity whichever is greater						
	Electric vehicles	For schemes where 10+ car parking spaces are proposed, one electric vehicle charging point should be provided for every five spaces.						

Class 7 Hotels		Zone 1	Zone 2	Zone 3	Cycle	Motorcycle
	1 space *per X bedrooms*	5	2	1	10	1+1 per 20 car spaces
	Coach parking	1 coach space per 50 rooms (need not be on-site)				
	Disabled parking	One space for each employee who is a disabled motorist, plus 3 bays or 6% of total capacity whichever is greater				
	Electric vehicles	For schemes where 10+ car parking spaces are proposed, one electric vehicle charging point should be provided for every five spaces.				

Class 8 Residential Institutions		Zone 1	Zone 2	Zone 3	Cycle	Motorcycle
1 space per	Residential Homes: *X beds*	10	5	4	15	25
	Disabled parking	One space for each employee who is a disabled motorist, plus 10% of total capacity				
	Electric vehicles	For schemes where 10+ car parking spaces are proposed, one electric vehicle charging point should be provided for every five spaces.				

			Car Parking Maximum		*Cycle Minimum*	*Motorcycle Minimum*
Class 9 Housing (all forms of housing, plus flats)		Zone 1 and 2	Zone 3		Cycle	Motorcycle
(includes all forms of housing & also flats: *suis generis)*	Studio/ 1 room	1	1		1	1 per 25 units
	2 rooms				2	
	3 rooms		1.5			
	4 or more rooms		2		3	
	Disabled parking	From a threshold of 10 dwellings (where parking is communal) – 1 bay or 5% of total capacity whichever is greater				
	Electric vehicles	For schemes where 10+ car parking spaces are proposed, one electric vehicle charging point should be provided for every five spaces. For individual dwellings with a driveway or garage, passive provision of an electric vehicle charging point should be made so that a charging point can be added in the future. This should take the form of a 7 kw socket within a garage for example.				

Class 10 Non-Residential Institutions		Zone 1	Zone 2	Zone 3	Cycle	Motorcycle
	Schools/nurseries: *staff*	15	3	2	2 (+1 per 7 staff + 1 per 10 pupils)	1(+ 1 per 25 staff)
1 space	Libraries: *PFA*	150	68	50	100 m² (+1 per 7 staff)	1(+ 1 per 25 staff)
per X	Church/comm. Hall: *GFA*	120	50	40	67 m2	1
	Disabled parking	One space for each employee who is a disabled motorist, plus 3 bays or 6% of total capacity whichever is greater				
	Electric vehicles	For schemes where 10+ car parking spaces are proposed, one electric vehicle charging point should be provided for every five spaces.				

Class 11 Assembly & Leisure		Zone 1	Zone 2	Zone 3	Cycle	Motorcycle
	Cinemas/theatres: seats	24	10	6	50	1+1 per 20 car spaces
	Golf courses	N/A	2 per hole	2 per hole	2	1+1 per 20 car spaces
	Swimming: 1 per *pool area m²*	60	25	15	10	1+1 per 20 car spaces
	Disabled parking	One space for each employee who is a disabled motorist, plus 3 bays or 6% of total capacity whichever is greater				
	Electric vehicles	For schemes where 10+ car parking spaces are proposed, one electric vehicle charging point should be provided for every five spaces.				

Sui Generis		Zone 1	Zone 2	Zone 3	Cycle	Motorcycle
Motor Trade	Display area: *Xm² GFA pr.space*	80	56	50	1 per 7 staff	1 (+ 1 per 25 staff)
	Spares: *Xm² GFA per space*	40	28	25		
	Service/repairs: *bays per space*	2	2	2		
	Staff: *per space*	15	4	1.5		
Student Flats	*1 space per X beds*	20	6	5	1	25
	Disabled parking	One space for each employee or student who is a disabled motorist, plus 3 bays or 6% of total capacity whichever is greater				

EDINBURGH URBAN DESIGN PANEL
Edinburgh Design Guidance Review

REPORT of meeting held at the City Chambers on 26 October 2016

Presenters			
Steven Murrell	City of Edinburgh Council	Will Garrett	City of Edinburgh Council
Panel members			
David Leslie	Chair – City of Edinburgh Council	Francis Newton	Secretariat, City of Edinburgh Council
Marion Williams	The Cockburn Association	Adam Wilkinson	Edinburgh World Heritage
Steven Robb	Historic Environment Scotland	Roderick Binns	EAA
Emily Peel Yates	Landscape Institute Scotland	Ian Stewart	EAA
Mairi Creanor	Police Scotland	Sindhu Menon	EAA
Francis Newton	Secretariat – City of Edinburgh Council		
Apologies			
James Morgan	Heriot Watt University	Panel Member	RTPI in Scotland
Tom Rye	Napier University	Panel Member	ESALA
Observer			
Chloe Porter	City of Edinburgh Council		

Executive Summary

This report relates to the current review of the Edinburgh Design Guidance, 2013.

The Panel welcomes the opportunity to review the approach being taken.

Main Report

1 Introduction

1.1 This report relates to the review of the Council's Edinburgh Design Guidance, originally approved in May 2013. This guidance has set out the Council's expectations for the design of new developments in Edinburgh.

1.2 A report was approved by Planning Committee, 25 February 2016 outlining the requirement to review and update the Edinburgh Design Guidance. A project was initiated to take forward the review process in August 2016, this setting the following objectives:-

- Review the Edinburgh Design Guidance in light of changes to national policy and local circumstance
- Review the Parking Standards for Development, and incorporate the updated standards into the Edinburgh Design Guidance
- Explore the benefits of incorporating some or all aspects of the Street Design Guidance, to create a complete Design Guidance package.

1.3 Since the launch of the Guidance, new national policy (Creating Places, June 2013) and the Council's non-statutory Edinburgh Street Design Guidance (January 2015) have been approved. As well as reflecting changes in the national and local contexts, the report to Planning Committee suggested updates to the key views section reflecting the designation of the Forth Bridge World Heritage Site, further advice relating to build to rent private sector housing developments, and changes to reflect alterations to energy build standards. The report also proposed for the review process to integrate the Council's Parking Standards for Development Management, 2009, in order to achieve better placemaking outcomes.

1.4 It is proposed that an updated draft of the guidance is submitted to the Planning Committee on 2 March 2017 – the final Planning Committee under the current Council administration prior to the Council elections in 2017. Following draft consultation, the final version will be submitted for the 'new' Planning Committee later in 2017.

1.5 The Design Panel have previously considered both the Edinburgh Design Guidance (25 April 2012 and 30 May 2012) and the Street Design Guidance (27 November 2013 and 30 April 2014). Amongst points fed back through the reports, the Panel considered that the Edinburgh Design Guidance should include landscape, streetscape and transport. For the Street Design Guidance, this should cover the impact car parking will have on the design of the street.

1.6 No declarations of interest were made by any Panel members in relation to the review of the guidance.

1.7 This report should be read in conjunction with the pre meeting papers.

1.8 This report is the view of the Panel and is not attributable to any one individual. The report does not prejudice any of the organisations who are represented at the Panel forming a differing view about the proposed design guidance at a later stage.

2 The Panel's views on the review of guidance

2.1 The Panel noted that the existing guidance has now been in place for 3 years and this has assisted the Council in delivering quality urban design.

2.2 The Panel noted that the initial review process has been largely internal to date, with the Panel discussion representing the first external feedback. The review process will be shortly followed with a Councillor workshop. A Parking Standards Working Group has also been initiated to review this particular aspect of the guidance. Part of the review process will look at developments on the ground and the Panel recommended that this should consider good and bad examples from the last few years.

2.3 The Panel noted that the current design guidance had resulted partly as a consolidation of older, separate planning guidance and the Panel had previously offered comment on this. The Panel felt that the current guidance contained some excellent examples.

Use of the existing guidance

2.4 In their experience as practitioners, the Panel felt it was often useful to cite guidance to explain best practice to clients, e.g. volume housebuilders, particular to consider the more holistic nature of urban design and make connections beyond a project boundary. But practitioners can sometimes have limited influence on urban design outcomes, with other client factors often taking precedence.

2.5 The Panel had mixed experiences of using the current guidance. Some of the Panel members work on projects outwith Edinburgh, but, more generally, the Panel commented on the proliferation of documents and guidance and the level of information that practitioners need to absorb to ensure technical compliance. These factors can result in some aspects of guidance being overlooked, particularly when practitioners are working on projects from outside the area and as such may be unfamiliar with the guidance available. However, other Panel members regular cite the existing guidance to evidence their consultation responses.

2.6 The Panel remarked that the move towards 'e'planning had perhaps separated design and planning processes in terms of on-line information. The availability of design advice online therefore needs to be a forefront and demonstrate a clear relationship to the planning process. Some design teams may not even be aware of the Planning Authority they are working within, so guidance needs to be readily accessible.

Parking Standards

2.7 The Panel remarked on the synergies between placemaking agenda and transport planning. The review of the guidance could achieve better alignment between the Council's Street Design Guidance and parking standards.

2.8 The Panel noted the age and complexity of current parking standards, these approved in 2009, although much of the content and assumptions are several year older. The Panel felt that incorporating the parking standards in to the revised design guidance could allow designers to reconcile issues at an early stage, rather than being directed to other technical guidance. The Panel have also regularly referred to the parking standards in their discussions and the review could make them more accessible. However, the Panel were concerned that the review of car parking standards does not take undue precedence over placemaking issues and the main thrust of the guidance.

Placemaking

2.9 The Panel considered how placemaking could be better embedded in guidance, the approach being taken and opportunities in the review of the guidance. The Panel considered that the term 'placemaking' is still not widely understood particularly amongst communities. The review needs to develop an understanding of what placemaking is trying to achieve and ensure that terminology is accessible to general public.

Awareness of design guidance

2.10 The Panel commented there is often a lack of awareness of planning guidance amongst communities, this perhaps exemplified by the lack of reference to guidance in representations, but also how effective guidance can help deliver more sustainable, liveable places. The city's conservation areas and two World Heritage Sites define what is special, but difficulties can often arise in raising standards outside these areas. Communities cannot always visualise what outcomes will be until on the ground. The Panel observed that although there are many good quality small buildings in Edinburgh, the general design quality of large scale development proposals are often poor.

2.11 The Panel recognised that design and developments are as a result of a process – these sometimes as a consequence of political decisions or a reporter's decision following appeal. Guidance can have different degrees of influence at various stages of the process. Developer contributions often have a bearing on what can be achieved, particularly outside the red line of the proposal.

2.12 The Panel considered that embedding the revised design guidance amongst elected member and the development community would be critical in the realising better placemaking. The Panel considered that the guidance must form a key component of training for elected members.

2.13 The Panel enquired to whether further consultation would take place with major development players, e.g. volume house builders. The project team commented that given the tight timescales this is probably unfeasible, but there is a need to engage with those who deliver big projects. The period from March to August 2017 could allow for further engagement with key players on the draft document.

Promotion of design quality

2.14 The Panel commented that planning guidance does not have the same teeth as building regulations for example, which narrow down areas of uncertainty and provide clarity to developers. It was noted by the project team that Building Standards need to be consulted as part of the review process.

2.15 The Panel commented that economic arguments can often take precedence over other issues and queried whether the link between sustainable design and economic considerations could be strengthened, although noted potential difficulties to how sustainable economic development might be captured in guidance.

2.16 The Panel commented that some major investments decisions, which can have a significant bearing on design, are often taken remotely – either elsewhere in country or internationally, e.g. St James redevelopment. International practice often demonstrates that successful design is often achieved through Local Authority ownership, altruism and public spirit.

Specific issues

2.17 The Panel considered that synergies between the revised guidance and the proposed Edinburgh 2050 Vision should be further explored.

2.19 The Panel considered that the advice relating to the Edinburgh skyline and viewing cones is strongly expressed and often referred to. These should be retained as part of the revised guidance.

2.20 The Panel felt that the revised guidance should set standards in relation to student housing and new private rental housing, rather than just private housing for sale. These are both growing sectors and it is important to encourage high quality managed developments. The Panel expressed some concern to the use of single aspect flats and it is important these do not weaken design quality and are sustainable in their design approach, to allow such buildings to be easily converted to alternative uses in the future.

2.21 The Panel enquired to whether they should seek to endorse the revised guidance, although it was pointed out that the guidance is prepared and adopted by the Council and the Panel are independent to this.

Summary

2.22 The Panel welcomes the review of the guidance, in continuing to reinforce expectations for urban design quality in Edinburgh. The Panel encourages the finalisation of the document to be reflective of the points raised above.

Planning Committee

10.00am, Thursday, 2 March 2017

Supplementary Guidance: Nicolson Street/Clerk Street, Portobello, Stockbridge – drafts for consultation

Item number	6.4
Report number	
Executive/routine	Executive
Wards	City Centre, Inverleith, Portobello/Craigmillar, Southside/Newington

Executive Summary

The Edinburgh Local Development Plan (LDP) was adopted on 24 November 2016. The LDP requires statutory Supplementary Guidance to be prepared for individual town centres. It will be used to determine planning applications for the change of use of shop units to non-shop uses and help deliver the Council's wider placemaking and sustainability aims.

Links

Coalition Pledges	P15
Council Priorities	CP5, CP8, CP9
Single Outcome Agreement	SO1, SO4

EDINBVRGH
THE CITY OF EDINBURGH COUNCIL

Report

Supplementary Guidance: Nicolson Street/Clerk Street, Portobello, Stockbridge – drafts for consultation

1. Recommendations

1.1 It is recommended that the Committee:

1.1.1 approves for consultation the draft Supplementary Guidance for Nicolson Street/Clerk Street Town Centre (Appendix 1);

1.1.2 approves for consultation the draft Supplementary Guidance for Portobello Town Centre (Appendix 2); and

1.1.3 approves for consultation the draft Supplementary Guidance for Stockbridge Town Centre (Appendix 3).

2. Background

2.1 The Edinburgh Local Development Plan (LDP) has now been adopted. Policy Ret 9 requires that statutory Supplementary Guidance (SG) is prepared to set out criteria for assessing the proposals for the change of use of a shop unit to a non shop use within the city centre retail core and town centres. Statutory Supplementary Guidance is prepared under Section 22 of the Planning etc (Scotland) Act 2006 and aims to deliver the policies and principles as set out in the LDP.

2.2 The SG aims to deliver two objectives in Part 2, Section 6 (Shopping and Leisure) of the LDP:

- to maintain the existing and proposed distribution of centres throughout the city and sustain their vitality and viability; and
- to improve the appearance, quality and attractiveness of all centres of the development.

2.3 Once adopted, following consultation, they will form part of the statutory development plan.

2.4 The LDP identifies nine town centres with their boundaries shown on the Proposals Map. Of the nine town centres, six SG have already been finalised (City Centre, Corstorphine, Gorgie/Dalry, Tollcross, Bruntsfield/Morningside and Leith).

2.5 The SG will demonstrate the Council's requirement to apply the Scottish Government's Town Centre First Policy and the desire to promote the town centres as the heart of the community and a hub for a range of activities.

2.6 It is intended to review the guidance regularly to take account of changes of use over time.

3. Main report

3.1 The overall aim of the SG is to deliver the Council's strategic priorities to improve the quality of life, ensure economic vitality and build excellent places.

3.2 The process of preparation has included:

- analysing the results of the 1986, 1996, 2004, 2010 and 2016 Shop Surveys, including trends in the proportion of non-shop uses and vacancy rates;
- assessing effectiveness of previous policies in the Edinburgh City Local Plan; and
- meetings with the relevant Locality Teams and Community Councils.

3.3 Public Life Street Assessments have been carried out for each of the town centres. The assessments were carried out by urban design consultants using direct observation techniques to assess both the place and movement function of the town centres.

3.4 A Place Standard exercise within the Southside has informed the preparation of the Nicolson Street/Clerk Street SG. The exercise involved two public events and an online survey and provided an opportunity for people to put forward their views on the Southside as a place.

3.5 Portobello Community Council carried out a survey on relevant aspects of the town centre, which has informed the preparation of the SG.

3.6 The three appended SG are similar to one another in structure and style, but some of their content differs as a reflection of their distinct characteristics and the tailored processes.

3.7 Based on the evidence above, the draft SG set out policy on the change of use of units within defined shopping frontages and policy on the change of use of units elsewhere within the town centre.

3.8 The approach for all three SG is to increase flexibility and provide greater scope for non-shop uses, which includes food and drink.

3.9 The SG set out a series of principles that help to deliver a vision for the town centres. The SG also make reference to other Council plans and programmes that align to the wider vision.

4. Measures of success

4.1 The vitality and viability of the three town centres are preserved and enhanced. A clear, consistent and adaptable policy context is provided to communities and businesses.

5. Financial impact

5.1 There are no direct financial impacts arising from this report.

6. Risk, policy, compliance and governance impact

6.1 There are no perceived risks associated with this report.

7. Equalities impact

7.1 The impacts of this report in relation to the Public Sector Equalities Duty and the ten key areas of rights have been considered. The report has no significant direct impact on the Council's three equalities duties. The SG will have positive impacts on rights. The process of preparing the SG enhances the rights to participation, influence and voice by allowing people to participate in the formation of policy. The Guidance will enhance the rights to health, physical security and standard of living.

8. Sustainability impact

8.1 The proposals in this report will:

- reduce carbon emissions because they support and provide local services in sustainable locations, reducing the need for travel;
- increase the city's resilience to climate change impacts because supporting town centres reduces the need to travel for services;
- help achieve a sustainable Edinburgh because town centres are places for social and economic interaction, and fostering their vitality and viability will protect their identity within our communities;
- help achieve a sustainable Edinburgh because it supports the town centres where many local businesses choose to locate; and
- help achieve a sustainable Edinburgh because they promote the continued use of shop units in beneficial use.

8.2 All the SG are subject to a Strategic Environment Assessment (SEA) screening process.

9. Consultation and engagement

9.1 Consultation in the principle of preparing SG for town centres was undertaken via the LDP process. Pre-draft engagement has taken place with the relevant Locality Teams and Community Councils.

9.2 Further consultation on the draft SG will take place prior to their finalisation. The following groups and organisations will be consulted: Community Councils, citywide amenity bodies, property investors, commercial property letting agents, traders associations and the local residents and businesses.

9.3 The intention is to hold public engagement events for residents and local businesses in each of the town centres.

9.4 The draft SG will be available on the Council's Consultation Hub for a minimum of six weeks.

10. Background reading/external references

10.1 Edinburgh Local Development Plan November 2016

10.2 Edinburgh Local Development Plan Main Issues Report (October 2011)

Paul Lawrence

Executive Director of Place

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11. Links

Coalition Pledges	P15 Work with public organisations, the private sector and social enterprise to promote Edinburgh to investors
Council Priorities	CP5 Business growth and investment CP8 A vibrant, sustainable local economy CP9 An attractive city
Single Outcome Agreement	SO1 Edinburgh's economy delivers increased investment, jobs and opportunities for all SO4 Edinburgh's communities are safer and have improved physical and social fabric
Appendices	Appendix 1 - Draft Supplementary Guidance Nicolson Street/Clerk Street Appendix 2 - Draft Supplementary Guidance Portobello Appendix 3 - Draft Supplementary Guidance Stockbridge

Nicolson Street/Clerk Street Town Centre

Draft Supplementary Guidance

March 2017

CONTENTS

1. INTRODUCTION

Nicolson Street / Clerk Street is one of Edinburgh's nine town centres (including the City Centre) defined, protected and promoted as the hub for a wide range of activities from shopping, providing local services and as a leisure destination. This Supplementary Guidance sets out an **approach to the change of use of shop units within the Town Centre**.

The Local Development Plan (LDP) provides a framework for a tailored approach for individual town centres. Statutory Supplementary Guidance is prepared under Section 22 of the Planning etc (Scotland) Act 2006 and aims to deliver the policies and principles as set out in the LDP. The Supplementary Guidance has been prepared in accordance with **Policy Ret 9: Alternative Use of Shop Units in Defined Centres** and applies to all shop units within the town centre. It aims to deliver two LDP objectives set out in Part 2, Section 6 (Shopping and Leisure) of the Plan:

- To maintain the existing and proposed broad distribution of centres throughout the city and sustain their vitality and viability; and,
- To improve the appearance, quality and attractiveness of all centres.

Once adopted, following consultation, the Supplementary Guidance will form part of the statutory development plan. Applications for change of use must be determined in accordance with the development plan unless material considerations indicate otherwise. To assist in interpreting the LDP the Council issues non-statutory guidance. Guidance for Businesses provides guidance on change of use. This is a material consideration in the determination of applications and should be considered alongside this Supplementary Guidance.

The Supplementary Guidance has been informed by a ‘public life street assessment’ carried out by design consultants for the Council, which explored how the town centre should evolve to maximise the potential for benefitting public life and a Place Standard exercise carried out within the Southside, which includes the town centre of Nicolson Street/Clerk Street, to gain views of quality of place from residents and those who use the town centre.

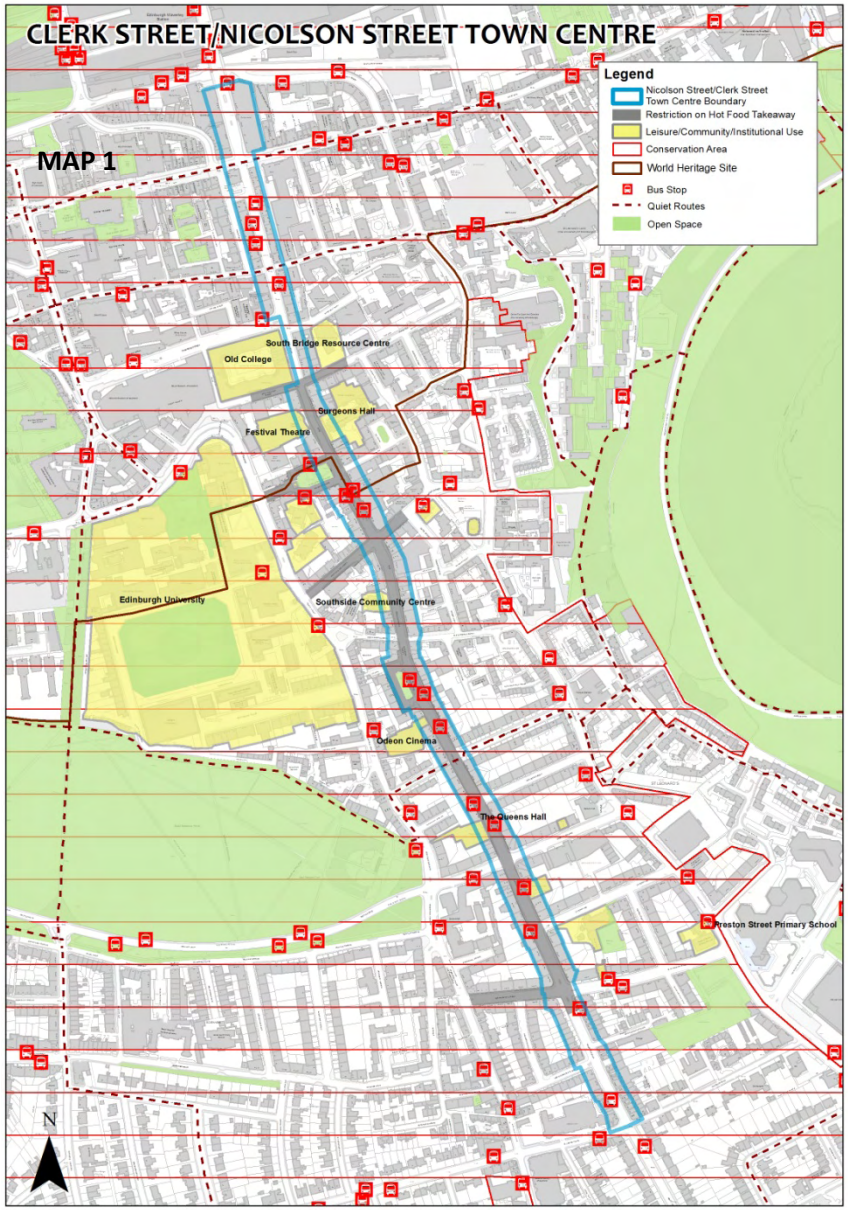
2. THE TOWN CENTRE

Nicolson Street/Clerk Street Town Centre is located on a main arterial route leading from Edinburgh's historic Old Town through the inner suburb of the Southside. The town centre extends for 1.7km from North Bridge south to the junction of Newington Place and Salisbury Place.

Retail activity along the main thoroughfare is supported by the extension of the town centre down side streets to the west of Nicolson Street/Clerk Street towards Edinburgh University and the Meadows.

The Town Centre lies within the Conservation Areas of Old Town and Southside and contains a number of listed buildings. The northern section is located within the Old and New Towns of Edinburgh World Heritage Site. There are a number of prominent buildings and the proximity of Arthur's Seat and Salisbury Crags allow dramatic views from a large number of points throughout the area.

The area is densely populated with approximately 15,400 people within approximately 400 metres of the Town Centre. The University



of Edinburgh has a major presence and reflecting the high student population more than half of the resident population is aged 16 to 24. This is much higher than that of Edinburgh as a whole.

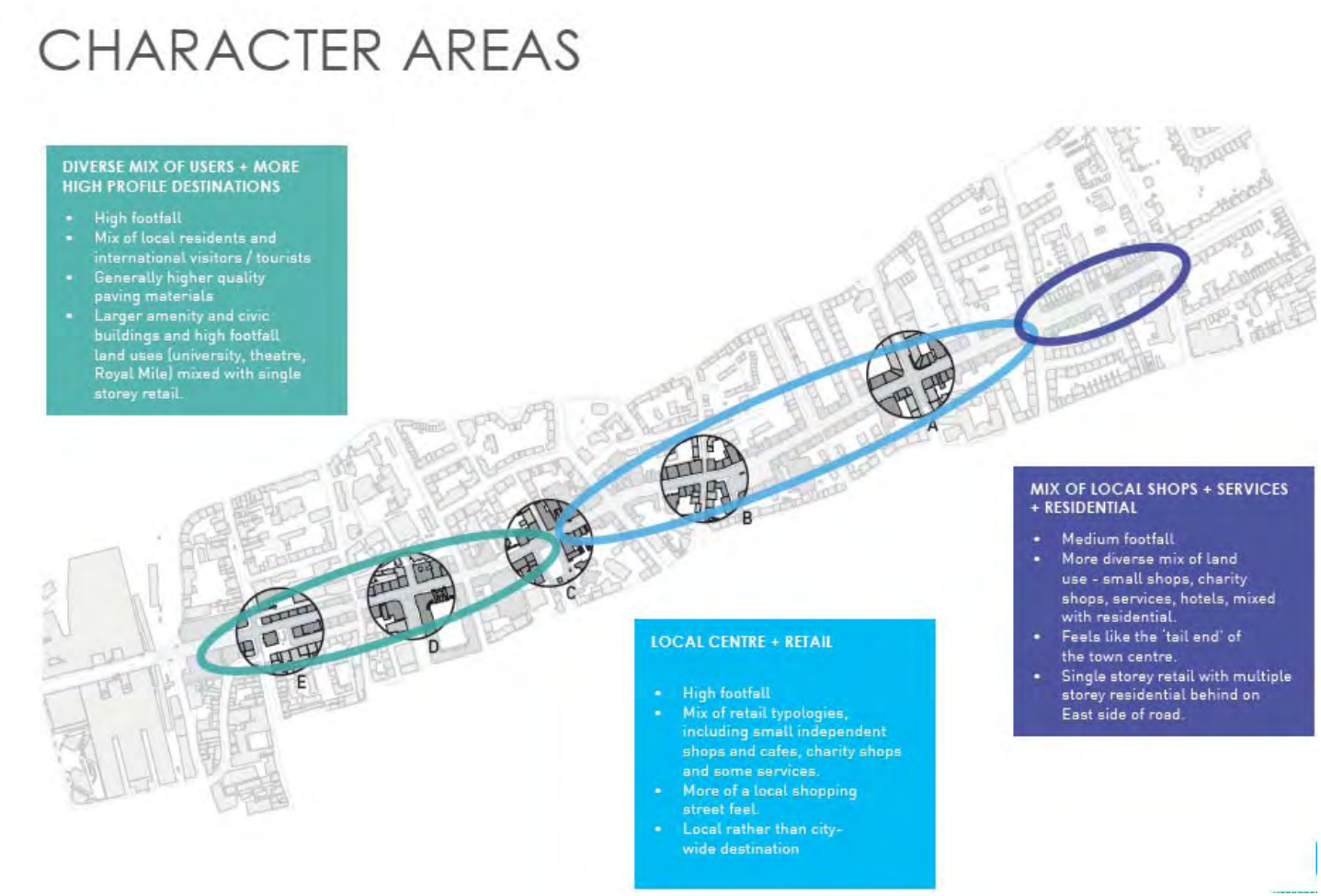
It is a diverse lively area with a number of active evening uses including the Festival Theatre. There are three public squares within the town centre – Nicolson Square, St Patrick Square and Hunter Square.

There are a number of community cafes and churches which provide a focus for the community. There is a strong sense of identity within the area. There is an active Community Council and a well established amenity group - The Southside Association are also active in the area.

An assessment[1] identified three distinct character areas along the length of the centre as illustrated in Figure 1 below.

[1] Public Life Street Assessment, Nicolson Street and Clerk Street, HERE+NOW, May 2016

Figure 1

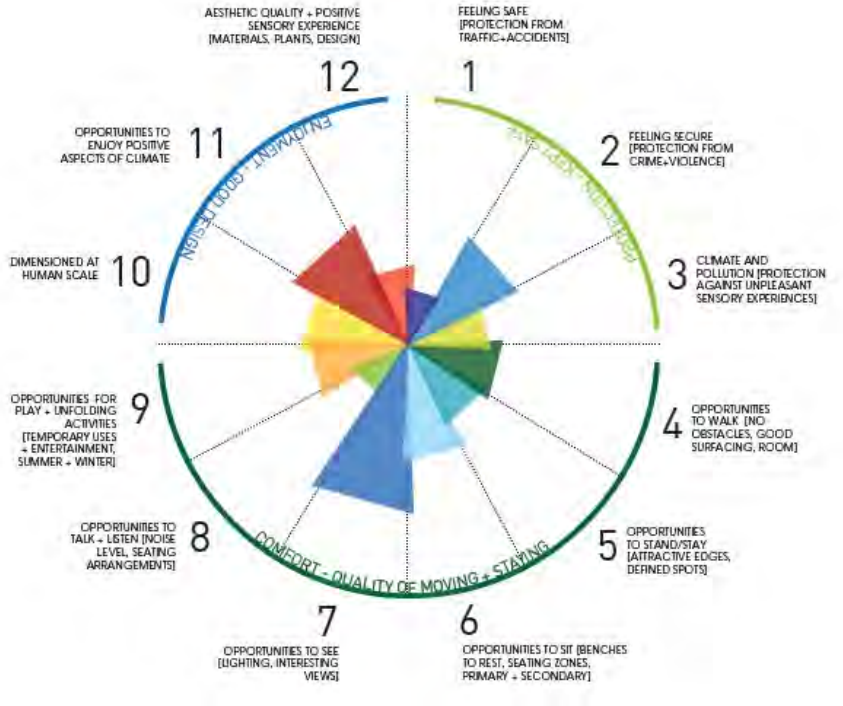

CHARACTER AREAS
DIVERSE MIX OF USERS + MORE HIGH PROFILE DESTINATIONS
High footfall
Mix of local residents and international visitors / tourists
Generally higher quality paving materials
Larger amenity and civic buildings and high footfall land uses (university, theatre, Royal Mile) mixed with single storey retail.
A
B
C
D
E
LOCAL CENTRE + RETAIL
High footfall
Mix of retail typologies, including small independent shops and cafes, charity shops and some services.
More of a local shopping street feel.
Local rather than city-wide destination
MIX OF LOCAL SHOPS + SERVICES + RESIDENTIAL
Medium footfall
More diverse mix of land use - small shops, charity shops, services, hotels, mixed with residential.
Feels like the 'tail end' of the town centre.
Single storey retail with multiple storey residential behind on East side of road.

KEY FINDINGS

A health check has been carried out to assess the town centre's strengths, vitality and viability, weaknesses and resilience. To assess how the town centre functions in terms of pedestrian and cyclist movement and as a place a study was undertaken[2] which used a mix of techniques including user interviews, land use and activity surveys. The results are summarised below and in the accompanying graphics.

Place

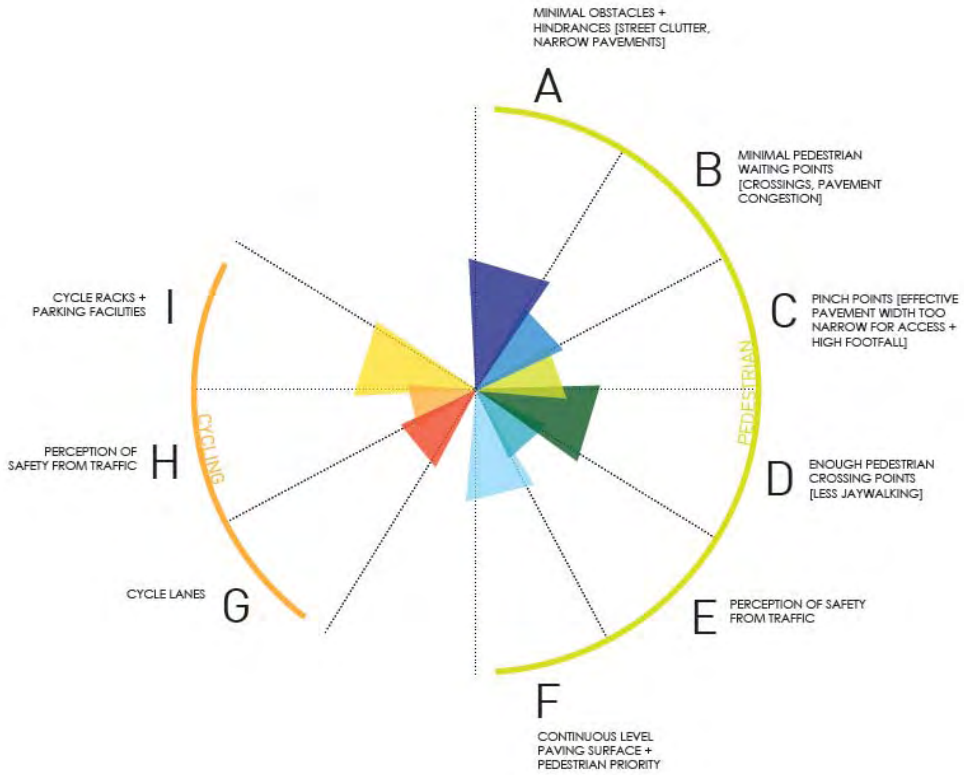
The place function was assessed against 12 Quality Criteria. The town centre scored favourably for opportunities to see- particularly referring to the views of Arthur's Seat and towards the Royal Mile. It scored less well for other qualities, especially perception of safety from traffic, opportunities to talk and listen and aesthetic quality and positive sensory experience. The biggest hindrance was the presence and dominance of vehicles and traffic, which had a knock on effect on other place qualities through its noise, air and visual pollution, creation of a barrier between sides of the streets, perceived threat to users and its dominance in the street environment at the expense of pedestrians and cyclist priority.



[2] Public Life Street Assessment, Nicolson Street/Clerk Street, HERE+NOW, May 2016

Movement

Nicolson Street/Clerk Street scored poorly or averagely for all aspects of pedestrian and cyclist movement. Key issues related to cyclist perception of safety from traffic. A more favourable score was attained from cycle facilities in terms of bike racks, although there was still a demand for more bike racks in many places along the town centre. Pedestrian scores were average in terms of movement function for obstacles and hindrances and pedestrian crossings, but scored less favourably for perception from safety from traffic, pinch points and waiting points for pedestrians, with many junctions causing pedestrian congestion on narrow corners with railings fencing in pedestrians and long waits to cross the road.



Overview map

The analysis diagram overleaf taken from the public life street assessment has been compiled based on a synthesis of researcher observations and diaries, sub studies by the research team and analysis of the data collected from test walks and direct observation at key locations.

Overview of analysis

Shop and other town centre uses

The Town Centre consists of a mix of primarily smaller shops and eating places, bars and different types of takeaway combined with a few larger cultural institutions. Shop units range in size from relatively small shop units up to small supermarket sized units. The majority of units are located within traditional tenement buildings with residential units above. Residential is therefore a major town centre use.

National retailers are represented in the Town Centre, particularly in the South Bridge area. A number of these operators have multiple units along the length of the centre. There are also a number of independent operators.

The northern section of the Town Centre intersects with the Royal Mile. Around this location there are a number of hotels. This area is increasingly focussed on the service for visitors.

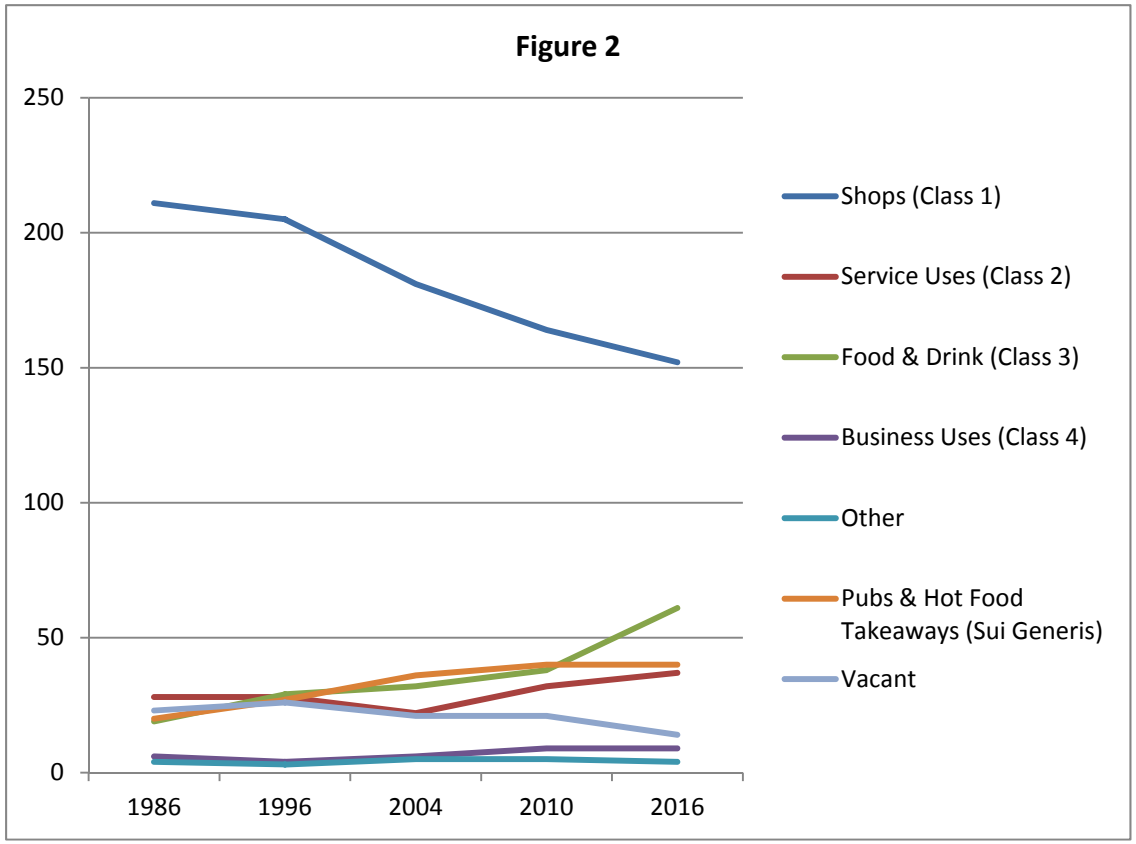
Eating places are well represented and spread out fairly evenly throughout the Town Centre. The area is well served with services such as hairdressers, pharmacies, opticians, banks and a post office. There is no dentist or doctors within the town centre boundary, although there are practices within the surrounding area.

There has been some change in the composition of the centre since 1986. Between 1986 and 2016 Figure 2 below shows that there has been a steady decline in class 1 (retail) use and a subsequent increase in class 2 (office), class 3 (food and drink) and pubs and hot food take-aways.

The current vacancy rate is 4%, which is significantly below the 2015 Edinburgh average of 7% and below the national average which is between 9 and 13%.

The number of units in shop use has fallen to 48% from 68% in 1986. This is a trend which is evident across other town centres. Within those units used as shops there has been a decline in a number of uses including butchers, bakers, fishmongers, grocers, furniture stores, clothing stores and off licences. There has been an increase in the number of charity shops and the centre now has 4 small supermarkets compared with 2 in 1986. The proportion of units in use for professional services such as opticians, banks, solicitors and beauty salons has increased overall since 1986. This is mainly due to an increase in the number of beauty salons and tanning salons. The proportion of units in Class 4 business use has changed little over the period. 3% of units were in this category at 2016 which includes tour operators, printers and office services. There has been an increase in the proportion of units in use as cafes and restaurants from 6% in 1986 to 19% in 2016. The number of pubs has almost doubled from 11 to 20 and take-aways have more than doubled from 9 to 21 in this period.

The University of Edinburgh has a significant presence in the area. There are a number of cultural and social venues including The Tron, Festival Theatre, Talbot Rice Gallery, Royal College of Surgeons, Old College and Queens Hall. There are active proposals to bring the former Odeon cinema back into cinema use.



Physical structure

The Town Centre is a highly developed urban area. A number of the properties in South Clerk Street were originally built as residential properties with front gardens. Most of these properties have lost their front boundary walls and railing and the garden is given over to car parking.

A facade study [3]categorised facades as: active; friendly; boring or inactive. In general the facades were considered friendly and some active though some were identified as being in poor condition. Narrow shop frontages were considered to have a positive impact in creating variation in the townscape.

Place Standard Exercise

The Place Standard is a tool to evaluate the quality of a place. It consists of 14 questions which cover both the physical and social elements of a place. Each question is rated by participants on a scale of 1 to 7. The results are then plotted on a diagram which

[3] Public Life Street Assessment, Nicolson Street and Clerk Street, HERE+NOW, May 2016

shows at a glance the areas where a place is performing well and where there is room for improvement. Where a place has been assessed as good, the shape will be fuller, reaching towards the edge of the circle. Where it is viewed as performing poorly the shape will be smaller, remaining towards the centre.

A Place Standard exercise was carried out within the Southside. The results of the exercise demonstrated a strong sense of identity and a desire to ensure that the identity of the area is maintained. The need to try to highlight the history of the Southside and provide more information to passers by through signage and maps was raised.

The influence of the student population in the area was reflected across a number of themes, including housing, identity and belonging, facilities, sense of control and the local economy. There were some feelings of lack of integration between students and other residents. The opportunity for more involvement of the University with the local community was raised, in particular in relation to facilities for social interaction. The impact of the volume of student accommodation in the area was raised as a concern, with a feeling that greater consideration needs to be given to the housing needs of the whole community. The positive aspect which the large student population presents for the local economy was recognised.

Figure 3 below illustrates the results. It indicates that the centre is viewed as performing well in the areas of public transport, natural spaces, play and recreation, work and economy and streets and spaces.

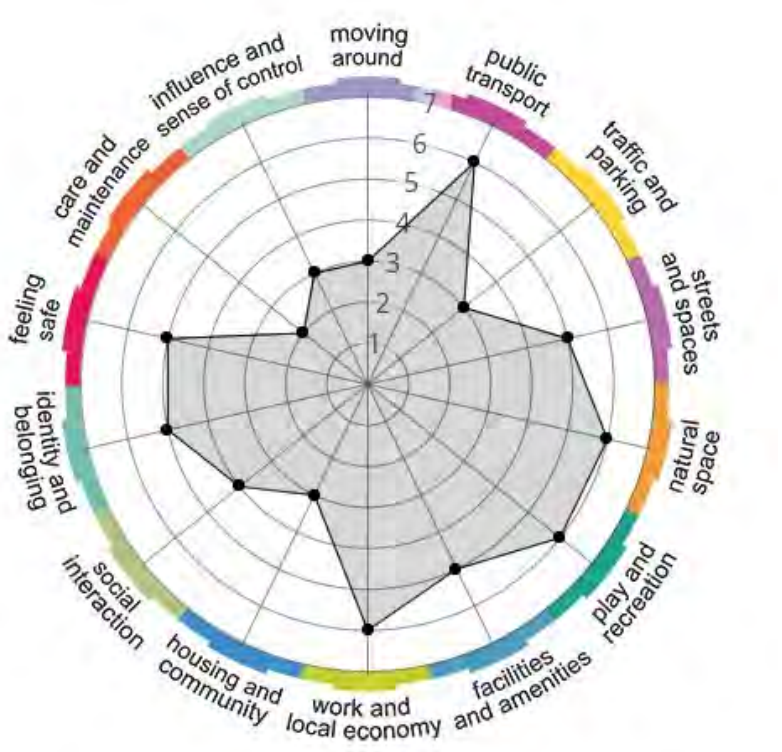
Views on public transport were generally positive with most people satisfied with provision. Issues were raised with regard to a need for an east to west route and concerns about evening services.

While streets and spaces scored high the condition of shop fronts and street clutter were issues.

The areas where the Southside was considered to be performing less well were influence and control, care and maintenance, moving around, housing and community, traffic and parking.

Refuse was the predominant issue in relation to care and maintenance of the town centre. A shortage of residents parking and disabled parking were raised. Obstructions on pavements such as advertising boards, bus shelters and bins along with cars on pavements were concerns.

Figure 3



SWOT Analysis

The overall analysis is summarised here in a SWOT analysis of the town centre.

Strengths	**Weaknesses**	**Opportunities**	**Threats**
Strong sense of local identity	Narrow footpaths and pinch points	Build on high footfall	Traffic noise, volume and pollution
High footfall	Traffic noise and air pollution	Enhance spaces	Length of centre
Good public transport	Linear centre inhibiting wayfinding	Build on existing retail	Perceptions of threat in terms of anti social behaviour
Access to natural space	Poor quality materials	Improve quality of materials	
Diverse mix of shops and services	Integration of communities	Improve cross connections	
Low vacancy rate	Perceived threat of anti-social behaviour	Improve conditions and facilities for cyclists	
		Safeguarded tram route	

Current health

The health check shows that the Town Centre provides a range of services and retail outlets. A decline in the number of units in retail use is evident, however this reflects trends across most town centres. Just under half of the shop units in the Town Centre are in retail use. Vacancy rate is low and footfall is high indicating a relatively healthy centre overall.

3. OPPORTUNITIES FOR IMPROVEMENT

The public life street assessment and health check highlight areas for potential improvement in the Town Centre, particularly relating to the movement and place function. The vision for Nicolson Street/Clerk Street is to:

- enhance the appearance and comfort of the centre;
- facilitate movement; and
- ensure a mix of shopping and other services for residents and visitors to encourage people to spend time in the town centre.

The Supplementary Guidance goes some way to achieve the wider vision through the following principles, which should be considered when submitting and assessing a planning application for a change of use within the Town Centre:

1. Supporting high quality shopfront design (see the Council's Guidance for Businesses and Listed Buildings and Conservation Area Guidance). Particular attention should be given to measures which could reduce anti-social behaviour such as gates on recessed doors and frontages that allow natural surveillance.
2. Ensuring active frontages to the street by permitting glazing which will allow for natural surveillance, whilst prohibiting the change of use from shop use to residential in ground floor units.
3. Supporting outdoor seating where pavements are wider.
4. Supporting Class 3 food and drink uses around public squares and on corner sites where there is opportunity to activate the public street life and encourage people to spend time in the town centre.
5. Ensuring development makes a positive contribution to the public realm by meeting the Street Design Guidance and Edinburgh Design Guidance.
6. Incorporating and enhancing natural and built features where they can contribute positively to the Town Centre

7. Supporting additional cycle parking facilities at key points along the Town Centre.
8. Taking opportunities to remove street clutter and other redundant items identified in any relevant street audits prepared by the Council or Living Streets.
9. Ensuring appropriate arrangements are in place for storage of waste, internally and externally.

A number of programmes and plans have the potential to address some of the other issues:

- The area is within defined Conservation Areas. A review of the Old Town Conservation Area Character Appraisal is underway. Appraisals are intended to manage change and set out opportunities for enhancement.
- Part of the area is within the World Heritage Site. The World Heritage Site Management Plan is under review and will set out future actions within the site.
- A bus shelter replacement programme has recently taken place, including replacement bus shelters with advertising panels in the town centre. Future replacement programmes may present an opportunity to improve placement of shelters.
- Review of Air Quality Action Plan
- Road and Footway Investment – Capital Programme
- The Council and other stakeholders are currently progressing a Wayfinding system for the City and the intention would be to include town centres as part of the project.
- Quiet Routes – Edinburgh's local walking and cycling routes.
- A 20mph speed limit has applied to much of the town centre since July 2016. The remainder of the centre introduced a 20mph limit in February 2017. Reduced traffic speed will improve the sense of security for pedestrians and cyclists.
- The Town Centre has also benefitted from the trade waste policy that only allows trade waste to be presented on the street/outside premises for one-hour within set collection windows.

- A locality based approach to service delivery operates in Edinburgh. The town centre is part of the South East Locality and the South Central Neighbourhood Partnership area. Locality Improvement Plans are due to be in place by October 2017. These will set out the future priorities for the locality area and consider opportunities to enhance the local sense of identity and belonging. The Locality Improvement Plan may provide a context for the future review of this supplementary guidance.

4. POLICIES FOR CHANGE OF USE OF SHOP UNITS WITHIN THE TOWN CENTRE

TOWN CENTRE BOUNDARY

The LDP defines the boundary of the Town Centre within which Policy Ret 9 and this Supplementary Guidance applies. Paragraph 261 of the LDP states that the Supplementary Guidance may recommend changes to the Town Centre boundary to be included in the next LDP. The following have been identified as *potential* changes to the town centre boundary to be considered in the next LDP:

- Extend the boundary around Nicolson Square. This would provide a consistent policy for the entire square, part of which is currently excluded from the town centre.

- Shorten the town centre by redrawing boundary at East/West Preston Street. A facade study[4] identified a change in the facades to the south of E/W Preston Street where the ground floor shop units face onto the street with a mix of residential use above which are often set back from street level. The change in character along the town centre combined with more inactive facades and vacant shopfronts indicates a potential to shorten the town centre to those more active areas and to focus retail within those areas.

PREVIOUS APPROACH

The policy approach set out in the Edinburgh City Local Plan (ECLP) (now superseded by the LDP) was to restrict changes of use in shop units within identified 'shopping frontages'. The ECLP identified seven 'primary frontages'[5]. Within these areas policy restricted the change of use to a non-shop use to those circumstances where no more than one third of all units would be in non-

[4] Public Life Street Assessment, Nicolson Street and Clerk Street, HERE+NOW, May 2016
[5] Group of addresses for the purpose of calculating the proportion of shop and non-shop uses.

shop use and would not result in four or more consecutive non-shop uses. The percentage of non-shop uses in each of the frontages defined in the ECLP is shown in the table below. With the exception of 85-108 South Bridge, where there was a minor decrease, the proportion of shop units in non-retail use has increased in each of the frontages since 2010.

Frontage defined in ECLP	**% of frontage in non-shop use**[6]	**Number of vacant units**[7]
47-87 Nicolson Street	46	0
36-76 Nicolson Street	10	1
78a-140 Nicolson Street	25	0
37-85 Clerk Street and 2-10 Clerk Street	41	0
44-46 Clerk Street and 1-29 South Clerk Street	30	0
1-52 South Bridge	63	0
85-108 South Bridge	11	1

Three of the primary frontages exceed the previous policy of no more than a third of shop units in non-retail use. Vacancy rates within these frontages are low. Each of these primary frontages forms the opposite side of the street from a primary frontage which is within the previous policy threshold. One of these primary frontages, 1-52 South Bridge, has 63% of shop units currently in non-retail use.

[6] September 2016
[7] September 2016

PROPOSED APPROACH

This Supplementary Guidance proposes to retain a frontage approach to ensure that a minimum percentage of units are retained in shop use to meet the basic shopping needs of the local population. Nicolson Street/Clerk Street is a linear town centre which extends over 1.7km. The identification of frontages will assist in ensuring distribution of retail facilities throughout the centre to provide for the needs of the local population.

It is proposed that all frontages with the exception of 1-52 South Bridge are retained. This frontage currently has a very high proportion of units in non-shop use. 85-108 South Bridge forms the opposite side of the street, conversely it has a high proportion of units in retail use. Due to proximity to the Royal Mile and city centre retail core this part of the town centre provides a high proportion of restaurant uses. It is not considered necessary to provide a high level of retail protection within this area of the town centre. It is proposed that 1-52 South Bridge is removed as a frontage, however to maintain a certain level of retail within this northerly part of the town centre that 85-108 South Bridge is retained as a frontage.

Outwith the frontages defined above, 53% of units are in non-shop use. If the remaining streets in the town centre are roughly divided into blocks which could form frontages each block has a fairly even distribution of café and takeaway uses, with no apparent grouping of retail uses in any given location within the town centre. It is not proposed to identify additional frontages.
The proposed approach also removes the need to assess the change of use against whether it will result in four or more consecutive non-shop uses, and in doing so, provides greater flexibility in where non-shop uses can be located within the frontage.

CHANGE OF USE POLICIES

Changing a shop to a non-shop use will always require planning permission. Some other changes of use are permitted development, for example, a cafe (Class 3) being turned into a shop unit (Class 1). The Scottish Government Circular 1/1998 contains guidance on use classes.

Policy NCTC1 Alternative Use of Shop Units - Primary Retail Frontages

In the primary retail frontages defined in Table 1, the change of use of a shop unit to a non-shop use will be permitted provided:

a) as a result of permitting the change of use, **no more than one third** of the total number of units will be in non-shop use; and

b) the proposal is for an appropriate commercial, community or leisure use which would complement the character of the centre and would not be detrimental to its vitality and viability.

Table 1

Primary Retail Frontages
36-76 Nicolson Street
78a-140 Nicolson Street
44-46 Clerk Street and 1-29 South Clerk Street
85-108 South Bridge

Justification

The identification of primary retail areas provides a focus for retail use within the town centre. Within each of the individual frontages vacancy levels are low as are the proportion of shop units in non-retail use (10-30%). The policy will continue this focus and protect these frontages that are currently concentrated on retail use while allowing an element of other uses which are appropriate to town centres and can add or maintain vitality and viability.

Policy NCTC2 Alternative Use of Shop Units - Secondary Retail Frontages

In the secondary retail frontages, defined in Table 2, the change of use of a shop unit to a non-shop use will be permitted provided:

a) as a result of permitting the change of use, **no more than 45%** of the total number of units will be in non-shop use; and

b) the proposal is for an appropriate commercial, community or leisure use which would complement the character of the centre and would not be detrimental to its vitality and viability.

Table 2

Secondary Retail Frontages
47-87 Nicolson Street
37-85 Clerk Street and 2-10 South Clerk Street

Justification

The frontages retain a majority of units in shop use (54% and 59%), however at lower levels than the primary frontages identified above. The policy recognises that the frontages provide a significant retail function and protect this function by aiming to preserve

the retail provision within these frontages around current levels and ensure that the majority of shop units within the frontages are retained in retail use.

Policy NCTC3 - Alternative use of shop units - elsewhere

For those locations not within an identified frontage, but elsewhere within the Nicolson Street/Clerk Street Town Centre boundary, a change of use from a shop to a non-shop use will be permitted provided a proposal is:

• Class 2 – financial, professional or other services

• Class 3 – food and drink uses

• An appropriate commercial, community or leisure use which would complement the character of the centre and would not be detrimental to its vitality and viability.

Justification

Frontages are used to ensure that a minimum percentage of units are retained in shop use to meet the basic shopping needs of the local population. Outwith the areas defined in Policy NCTC1 and NCTC2 there is a wide range of uses which contribute to the vitality and viability of the Town Centre. This policy will provide a flexible approach which will allow appropriate uses, while accepting that retailing and the role of town centres are changing, to ensure the vitality and viability of the town centre overall. This should allow for units to capitalise on the outdoor street spaces, improving the public realm and providing for an active public life.

Residential use

National planning policy states that planning for town centres should consider opportunities for promoting residential use where this fits with local need and demand. All of Edinburgh's town centres, including Nicolson Street/Clerk Street, have an already large residential population despite the boundary being tightly drawn around the main concentrations of the shopping offer.

For placemaking purposes it is important that ground floor uses help bring activity onto the street. Residential units at ground floor level tend to add little vitality to the town centre. Nicolson Street/Clerk Street already has a large population living within walking distance of the main shopping streets and within the town centre itself, changes from shop use to residential is not supported.

5. LINKS TO OTHER POLICIES AND GUIDANCE

LDP POLICIES

Other relevant policies in the Local Development Plan include:

- Ret 1 Town Centres First
- Ret 3 Town Centres
- Ret 7 Entertainment and Leisure Developments
- Ret 11 Food and Drink Establishments; and
- Des 13 Shopfronts
- Env 1 World Heritage Sites
- Env 3 Listed Buildings - Setting
- Env 4 Listed Buildings – Alterations and Extensions
- Env 5 Conservation Areas – Demolition of Buildings
- Env 6 Conservation Areas – Development

Policy Ret 3 generally supports shop uses in town centres. Policy Ret 7 supports leisure and entertainment facilities in town centres. Policies Ret 11 considers the impact on nearby residents for proposals such as public houses and hot-food takeaways. Des 13 supports improvements to shop fronts.

GUIDANCE FOR BUSINESSES

The document interprets policies in the Edinburgh Local Development Plan. It provides guidance to assist businesses in preparing applications to change the use of a property.

ONE-DOOR APPROACH

The One Door Approach to Development Consents aims to give the customer all the information they need at the start of the development process. Food and drink, public house and hot-food takeaway uses will often require other consents and are subject to separate controls by licensing for:

- Alcohol
- Hours of operation
- Outdoor pavement seating

For more information on these, see the Council's website on the One Door Approach to development consents, the Council's Guidance for Businesses or contact the Business Gateway.

EDINBURGH STREET DESIGN GUIDANCE

Edinburgh's new Street Design Guidance brings together previously separate CEC guidance on street design to achieve coherence and co-ordination across the city, with the ultimate goal of providing the people of Edinburgh with a world-class network of vibrant, safe, attractive, effective and enjoyable streets. The guidance will apply to a range of Council services who manage streets for various purposes.

EDINBURGH DESIGN GUIDANCE

The Edinburgh Design Guidance sets out the Council's expectations for the design of new development in Edinburgh. The guidance is intended for all new buildings and should be used as a point of reference, a basis for the planning, design and communication of new development proposals and a material consideration in assessing planning applications. It aims to provide guidance on how to comply with the policies in the local plans, explain the key ideas which need to be considered during the design process, give examples of good quality design, and set out the requirements for design and access statements.

CONSERVATION AREA CHARACTER APPRAISALS

Conservation Area Character Appraisals help to manage change in a conservation area. They describe what is special about each conservation area. They help in making decisions on proposals that affect the area's special character. The Old Town and Southside Conservation Area Character Appraisals cover Nicolson Street/Clerk Street.

WORLD HERITAGE MANAGEMENT PLAN

There is a management plan for the Old and New Towns of Edinburgh World Heritage Site which covers the period 2011-2016. UNESCO requires every World Heritage Site to have a plan which says how the Outstanding Universal Value (OUV) of the site will be protected. OUV is a collection of things which make the area special. The management plan informs a separate action plan. The management plan is currently being reviewed.

6. DEFINITIONS

Class 1 shop use - A unit used for the sale of goods to visiting members of the public, for example, post office, sale of tickets, cold food for consumption off the premises, and hairdressing. This is further defined in the Town and Country Planning (Use Classes) (Scotland) Order 1997.

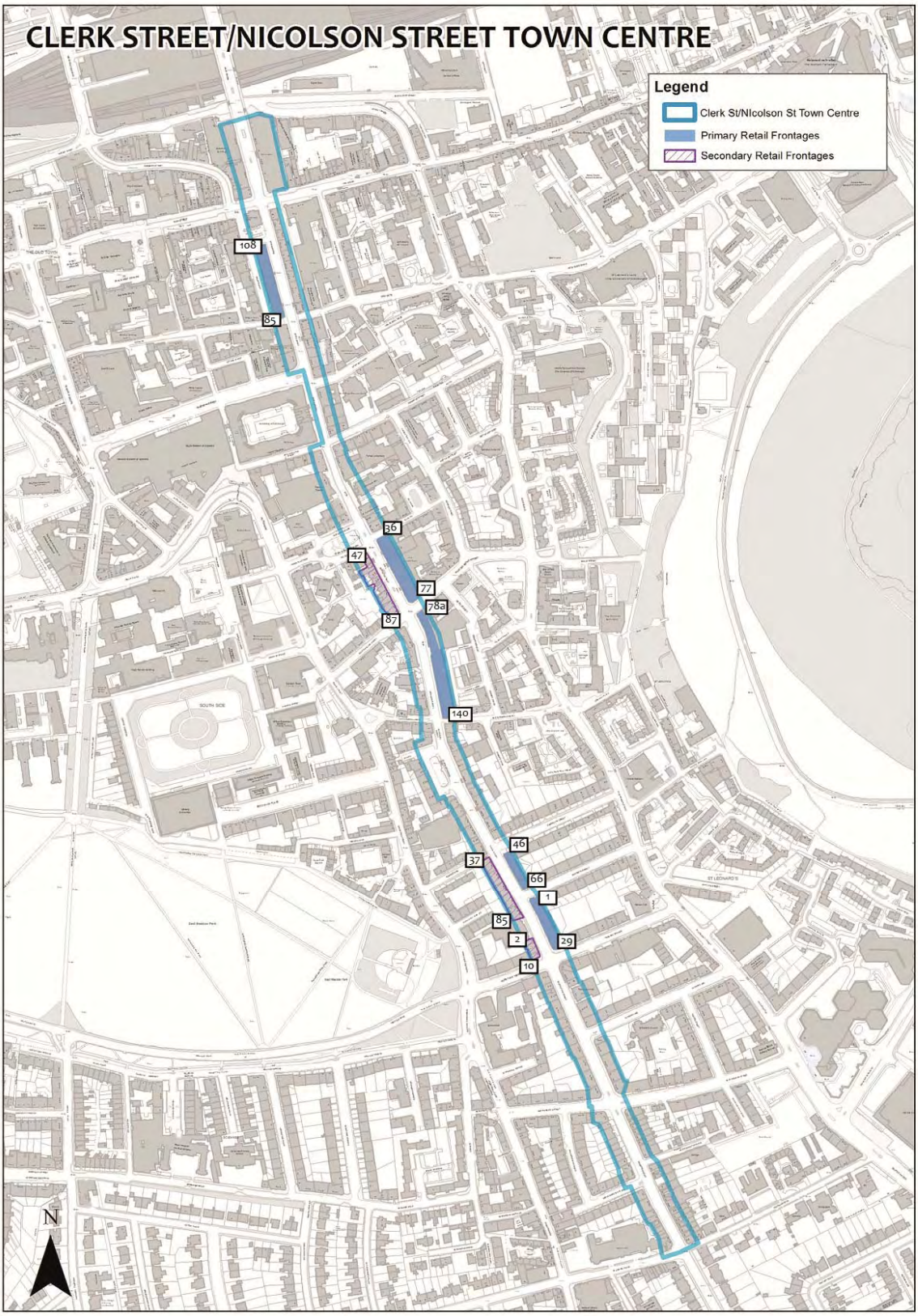
Shop unit – As defined in the Edinburgh Local Development Plan (2016), a shop unit is a premises accessed directly onto the street and designed primarily for shop use.

Non-shop uses - Changing a shop to a non-shop use is known as a 'change of use' and will always require planning permission. Examples of non-shop uses are:

- Class 2 Service Uses – e.g. lawyers, accountants, estate agents, health centres, tanning salons and pawn brokers.
- Class 3 Food and Drink (consumed on premises) – e.g. restaurant, cafe, snack bar (not a public house or hot food take-away).
- Class 4 Business Use – general office, light industry or research and development, which can be carried out without detriment to the amenity of any residential area.
- Betting shops, pay day loan shops, pubs and hot food takeaways are classified as Sui Generis.
- Commercial Use – e.g. Office
- Community Use – e.g. Social and cultural activities
- Leisure Use – e.g. Cinema and gymnasium

Some changes of use are permitted development, for example, a cafe (Class 3) being turned into a shop unit (Class 1). The Scottish Government Circular 1/1998 contains guidance on use classes.

MAP 2: FRONTAGES



Portobello Town Centre

Supplementary Guidance – Draft

March 2017

CONTENTS

1. INTRODUCTION

Portobello Town Centre is one of Edinburgh's nine town centres (including the City Centre Retail Core) defined, protected and promoted as hub for a wide range of activities from shopping and providing local services and as a leisure destination. This draft sets out an approach to the **change of use of shop units** within Portobello Town Centre.

The LDP provides a framework for a tailored approach for individual town centres set out in Supplementary Guidance. Statutory Supplementary Guidance is prepared under Section 22 of the Planning etc (Scotland) Act 2006 and aims to deliver the policies and principles set out in the Edinburgh Local Development Plan (LDP). The Supplementary Guidance has been prepared in accordance with **Policy Ret 9: Alternative Use of Shop Units in Defined Centres**, in the Local Development Plan (LDP) and applies to all shop units within the town centre. It aims to deliver two LDP objectives set out in Part 2, Section 6 (Shopping and Leisure) of the Plan:

- To maintain the existing and proposed broad distribution of centres throughout the city and sustain their vitality and viability; and
- To improve the appearance, quality and attractiveness of all centres.

Once adopted, following consultation, the Supplementary Guidance will form part of the statutory development plan. Applications for change of use must be determined in accordance with the development plan unless material considerations indicate otherwise. To assist in interpreting the LDP the Council issues non-statutory guidance. Guidance for Businesses provides guidance on change of use. This is a material consideration in the determination of applications and should be considered alongside this Supplementary Guidance.

The Supplementary Guidance has been informed by the public life street assessment carried out by design consultants for the Council, which explored how the town centre should evolve to maximise the potential for benefitting public life.

2. PORTOBELLO TOWN CENTRE

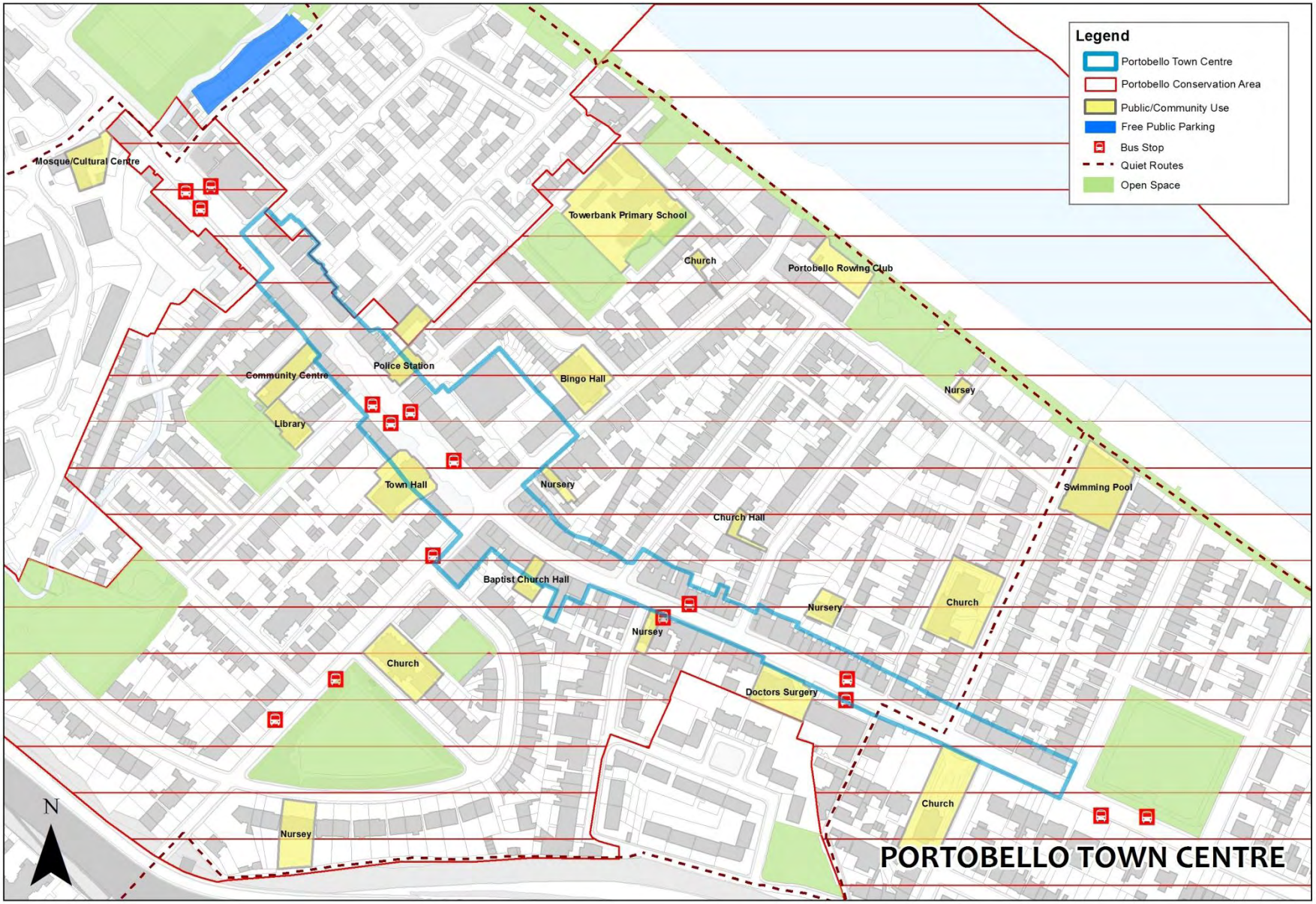
Portobello Town Centre (defined in Map 1) lies to the north east of the city centre and takes in Portobello High Street starting from Pipe Street to the west and ends at Pittville Street at Abercorn Park in the east. Portobello High Street is an arterial route into Edinburgh from the east and serves as the main shopping and commercial street for Portobello. The village of Portobello grew with the development of its early mineral deposit based industries. The pottery kilns are an important part of the area's heritage. The entire town centre falls within the Portobello Conservation Area. The promenade and beach plays a key role in giving Portobello its unique setting and identity. It retains its village feel with an engaged community that promotes local initiatives such as the community buyout of the former Portobello Old Parish Church, in Bellfield Street, and Brighton Park hosts a monthly market.

Portobello is a relatively small town centre: by number of units it is the second smallest town centre after Corstorphine. In the north east corner of the city, running parallel to the coast, it is in a slightly more peripheral location. It has less through pedestrian traffic than other centres, and can be described as serving its walk-in resident population, despite the fact that the Promenade and beach make Portobello a popular destination for daytrips, especially in the summer months. The total number of people observed on the street was low compared to other town centre. There are 4,800 residents that are within an easy walking distance of the town centre boundary. The resident population and visitors to Portobello are set to increase with the following developments:

- The redevelopment of the Baileyfield site for housing and wider masterplan for redevelopment along Fishwives Causeway
- The new Aldi supermarket
- Redevelopment of office block to housing, on Portobello High Street, opposite Marlborough Street
- Other potential housing development in the area.

The average quoting retail rent (2 years ending Sep 2015) (£/sq ft) is £12 which, along with Leith, is the lowest rent of the town centres in the city and equates to half the average rent of Bruntsfield/Morningside and Stockbridge Town Centres.

Map 1


Legend
Portobello Town Centre
Portobello Conservation Area
Public/Community Use
Free Public Parking
Bus Stop
Quiet Routes
Open Space
Mosque/Cultural Centre
Towerbank Primary School
Church
Portobello Rowing Club
Community Centre
Police Station
Bingo Hall
Nursey
Library
Town Hall
Nursery
Swimming Pool
Church Hall
Baptist Church Hall
Nursey
Nursey
Church
Church
Doctors Surgery
Nursey
Church
N
PORTOBELLO TOWN CENTRE

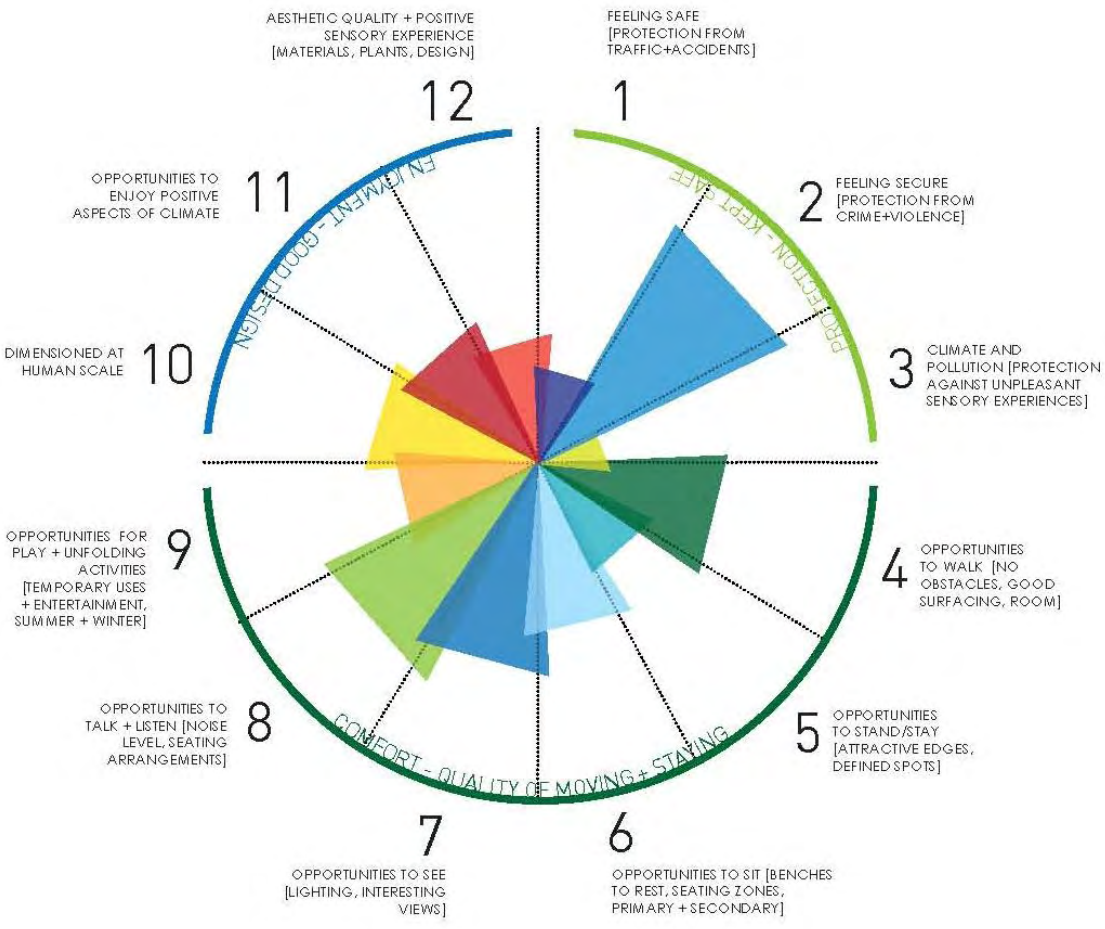
KEY FINDINGS

A health check has been carried out to assess the Town Centre's strengths, vitality and viability, weaknesses and resilience. To assess how the Town Centre functions in terms of pedestrian and cyclist movement and as a place to visit, a study called a public life street assessment has also been undertaken. This study used a mixture of techniques, including direct observation (pedestrian counts, behavioural mapping and tracing studies), user interviews and land use surveys.

Public Life Street Assessment

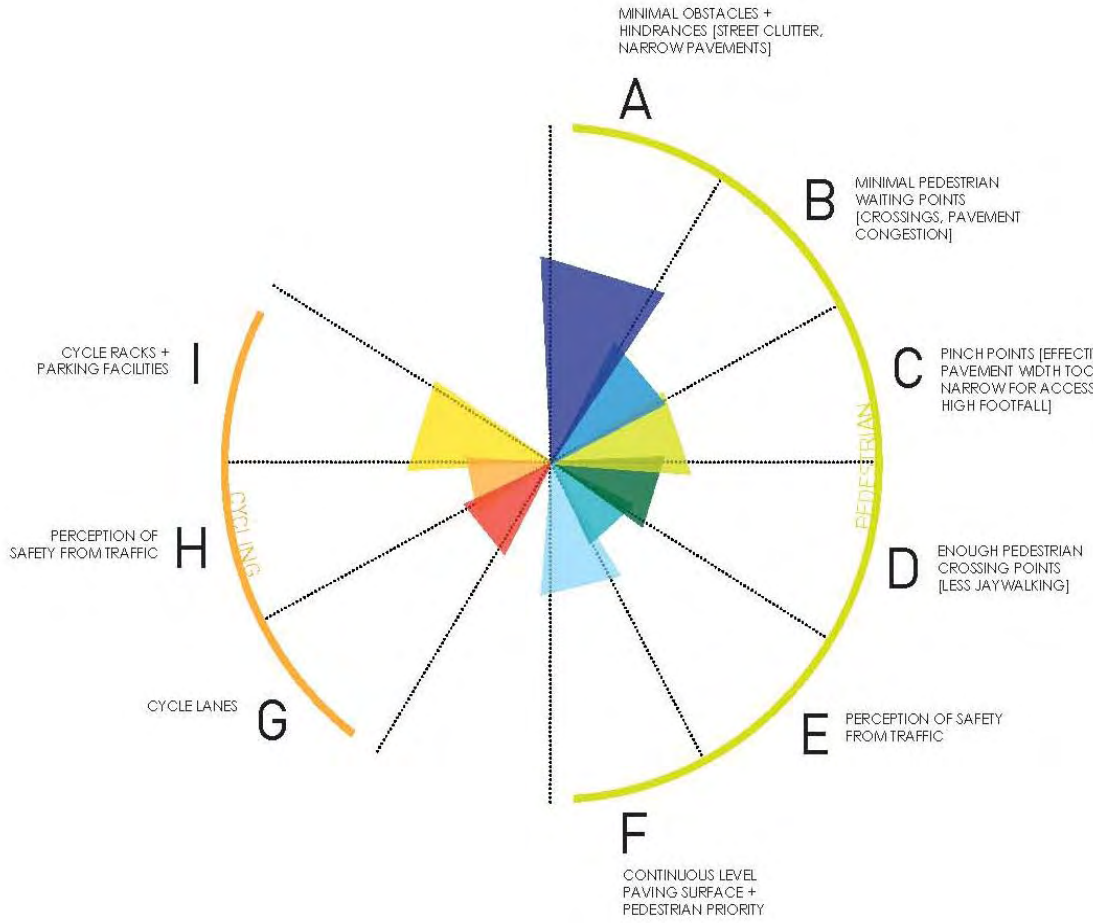
A systematic methodology using direct observation techniques (pedestrian counts, behavioural mapping and tracing studies) was used to asses both the place and movement function of the Portobello Town Centre. The results are summarised below and in the accompanying graphics.

Place Function Analysis



The place function was assessed against 12 quality criteria. Generally the place function score is mixed. As identified in the 'wheel' diagram below, Portobello scored very well for 'feeling secure' and 'opportunities to talk and listen'. However, the assessment highlights a need to address the perception of feeling safe - from traffic and accidents and protection form climate and pollution. It also showed there is a lack of opportunities to play and for unfolding activities, opportunities to stand and stay and a lack of aesthetic quality and positive sensory experience. It also highlights the need to improve the opportunities to walk free from obstacles, to rest, to see, to sit and for spaces to be at a scale that is comfortable in relation to human senses, movements and behaviours. Improving these would result in an increased potential for public life.

Pedestrian Movement Function



As described in the 'wheel' diagram, Portobello generally enjoys minimal pedestrian congestion. However, there are some stretches of narrow pavements and bollards/railings creating an obstacle. There are few waiting points for pedestrians and reasonable provision for cycle parking. Where there was a lower score this related to perception of safety from traffic, lack of cycle lanes, pedestrian pinch points for example at the access into the Cooperative supermarket.

The busiest part of Portobello was the main junction with Brighton Place where the footfall peaks at noon.

The map and images below show the observational tracing studies carried out at the five locations (A-E) within the town centre boundary. The tracing studies mark pedestrian movement lines. As these build up, pedestrian desire lines and highly trafficked routes become more obvious, giving a graphical representation of the volume and direction of pedestrian movement.

User interviews expressed concern with regards to litter, especially at location A near the busy bus stop and where school pupils used in lunch hour; reduction in traffic and pedestrian priority given and wanted to see a greater diversity in local shops.


A
B
C
D
E

Overview


Key areas of conflict between pedestrians and traffic. Where pedestrians are trying to move freely between different parts of the town centre or cross the street but traffic or parked cars are proving a hazard or barrier.
Favourable microclimate (sun, mostly sheltered from wind)
Key positive views
Existing pedestrian crossings.
Existing public life - primarily relating to active shop fronts with some small gathering spots.
Connections to key local green spaces.
Better prioritising of pedestrians needed at minor road junction e.g. addition of raised tables, reduced corner radii, increased pavement width, improved drop kerbs.
Improved connection desirable to the Promenade and sea
Parking, including loading bays and single yellow lines. Places cars regularly stop, hindering and creating a barrier to connection with the opposite side of the road
Redundant carriageway space suitable for parklet or other seating or growing space
Increase visual and walkable connection between both sides of Portobello High St for pedestrians
A
Key location at which research was conducted [labelled A to E].
A
B
C
D
E

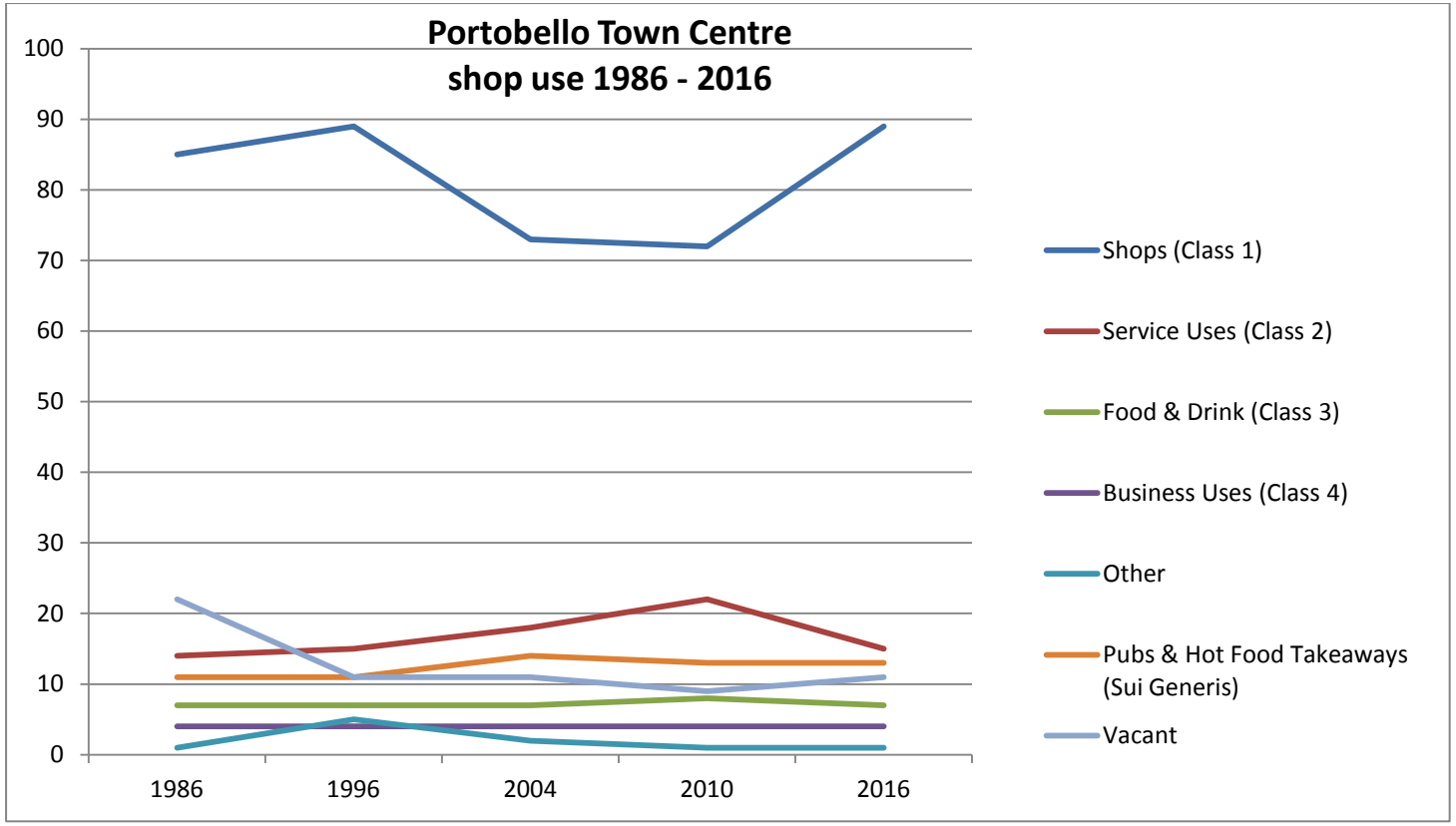
Shops and other town centre uses

Similar to Edinburgh's other town centres, the shop units are predominantly ground floor units under traditional tenemental housing or purpose built shop units with terraced housing to the rear. The shopfront design is of varying quality across the centre. Of the Class 1 shops use, about 10% are national chains. The south side of the street has a variety of uses and buildings other than shop units. The main anchor supermarket is located off Bath Street and is not visually connected to the main high street. The second main food retailer to enter is the new purpose built medium sized supermarket with car park located a short distance outwith the town centre boundary to the west.

The town centre boundary excludes the southern side of the High Street east of Regent Street. This results in a number of shop units that are adjacent to the town centre, but outwith the scope of the retail polices that follow in this guidance. Changes of use would be assessed with LDP policy Ret 10: Alternative uses of shop units in other locations. It is noted that this row of shops is where the pavement is at its narrowest and causes difficulties for buggies and wheelchairs to move with ease.

Where a unit is used as a shop it is necessary to get planning permission from the Council to change to another use. However, the planning system has limited control of what goods shops are selling, nor can it control which company occupies a shop. The mix of uses has been monitored in city-wide shop surveys periodically undertaken since 1986. As the graph below shows, the mix of uses follows trends seen in other town centres like a small loss in shops contrasting with an increase in service uses and food and drink uses. Pubs and hot food takeaways have remained more stable over the years.

Shop use in the centre has decreased by 4% since 2010. However, the loss of shops has not been the result of an increase in food and drink, pubs or hot food take-ways (these uses have remained the same), but an increase in services and a small increase in the vacancy rate from 7% to 8%.


Portobello Town Centre
shop use 1986 - 2016
100
90
80
70
60
50
40
30
20
10
0
1986
1996
2004
2010
2016
Shops (Class 1)
Service Uses (Class 2)
Food & Drink (Class 3)
Business Uses (Class 4)
Other
Pubs & Hot Food Takeaways (Sui Generis)
Vacant

Portobello Community Council online survey

Portobello Community Council carried out a survey on relevant aspects of the town centre, with over 100 responses, which has informed the preparation of the SG. Six questions were posed:

1. What is your view about the range of shops, services, facilities and food and drink establishments along the High Street? How balanced is the current mix? Are there too many similar types of shops/services or gaps in what's available?
2. What impact, if any, do you think the new Aldi store has had, or will have, on Portobello town centre?
3. How easily can pedestrians and cyclists move around or along the high street? (e.g. opportunities to cross the road, pavement and road widths, space to cycle safely)
4. What opportunities are there for the public to use existing sites or spaces to sit outdoors or shelter from the weather?
5. How, if at all, does parking affects the feel and flow of the place and how people use it?
6. Do you have any suggestions on how the town centre could be improved for people on foot or bike?

The responses are summarised in Appendix A of this guidance.

Summary of strengths and weaknesses

A health check has been carried out to assess the town centre's strengths, vitality and viability, weaknesses and resilience.

Strengths	**Weaknesses**
Village feel with presence of civic buildings with architectural landmarks eg police station and town hall.	Slightly high vacancy rate.
Portobello Promenade and beach makes it a	Limited crossing points, parts of the street

destination.	feels one-sided.
High proportion of independent shops.	Poor wayfinding from the Promenade to the High Street.
	Narrowest section of the street between Brighton Place/Bath Street and Windsor Place, is perceived as a pinch point and area of conflict between cyclists, buses and on-street parking.

Current Health

The beach as a popular outdoor leisure destination and its proximity to the active travel route along the Promenade provides the place with a significant positive draw factor. However, the High Street could do more to capitalise on these positive attributes: the connections north-south along roads such as Bath Street, Pipe Street or Bellfield Street could be better in terms of wayfinding/signage, and there may be a need to improve visual connections between the Baileyfield site/new Aldi supermarket and the town centre proper. Portobello could build on its substantial community capital to test making more use of its outdoor space for example for play, seating, shelter or an alternative location for the monthly market. The shopping offer in relation to its non-shop offer has been stable over the last five years. However, the range of non-shop uses, for example more restaurants to extend day trippers' use of the town centre and to meet residents' demand, is noted (see responses to the community council survey).

3. OPPORTUNITIES FOR IMPROVEMENT

The public life street assessment and health check highlight areas for improvement in the town centre, particularly relating to the movement and place function. In common with other town centres, there is great potential to improve the movement and place function of Portobello Town Centre. The vision for Portobello is to create and promote:

- a place with an active public street life with a quality public realm that is comfortable for all users and thereby would encourage people to stay longer;
- streets and public realm that prioritises pedestrians and cyclist and thereby increases the ease of movement and increases footfall; and
- a mix of shopping and other town centre services that supports the resident community and creates a destination for visitors.

The Supplementary Guidance goes some way to achieve the wider vision through the following ten principles, which should be considered when submitting and assessing a planning application for a change of use within the Town Centre:

1. Supporting high quality shopfront design (see the Council's Guidance for Businesses and Listed Buildings and Conservation Area Guidance).
2. Ensuring active frontages to the street by permitting glazing which will allow for natural surveillance, create a visual interest on the street and encourage street users to linger, whilst prohibiting the change of use from shop use to residential in ground floor units.
3. Supporting outdoor seating where pavements are wider and micro-climate is favourable.
4. Supporting Class 3 food and drink uses on corner units where there is an opportunity to activate the public street life.
5. Maximising opportunities for formal and informal outdoor seating incorporating shelter or shop front awnings at key points along the town centre.

6. Ensuring development makes a positive contribution to the public realm by meeting the Street Design Guidance and Edinburgh Design Guidance.
7. Incorporating and enhancing natural and built features where they can contribute positively to the Town Centre, for example the connections to the Promenade/beach.
8. Supporting additional cycle parking facilities at key points along the Town Centre.
9. Taking opportunities to remove street clutter and other redundant items identified in any relevant street audits prepared by the Council or Living Streets.
10. Ensuring appropriate arrangements are in place for storage of waste, internally and externally.

A number of other programmes and plans have the potential to address some of the other issues raised in the Public Life Street Assessments:

- A bus shelter replacement programme has recently taken place, including replacement bus shelters with advertising panels in the town centre. Future replacement programmes will present an opportunity to improve placement of shelters.
- The recently reviewed Portobello Conservation Area Character Appraisals provides the context to manage change that affects the conservations areas unique characteristics and set out opportunities for enhancement.
- Road and footway investment – Capital Programme
- The Council's Wayfinding Project. This could improve navigation, wayfinding and appreciation of assets such as the Promenade/beach.
- A locality based approach to service delivery operates in Edinburgh. The town centre is within the North East Locality. Locality Improvement Plans are currently being prepared and are due to be in place by October 2017. These will set out the future priorities for the area and consider opportunities to enhance the local sense of identity and belonging.
- From March 2017 the 20mph programme will be introduced in the Portobello area. Reduced traffic speed will improve the sense of security for pedestrians and cyclists.

- Portobello has benefitted from the trade waste policy that only allows trade waste to be presented on the street/outside premises for one-hour within set collection windows. This has significantly reduced pavement clutter and improved pedestrian movement, especially at peak times of the day.

4. CHANGE OF USE POLICIES

Town Centre Boundary

The Edinburgh Local Development Plan (LDP) defines the boundary of Portobello Town Centre within which Policy Ret 9 and this Supplementary Guidance applies. Paragraph 261 of the LDP states that supplementary guidance may recommend changes to the Town Centre boundary to be included in the next LDP. It is considered that there is the potential to include:

- The south side of Portobello, eastwards from 307 Portobello High Street, has the potential to be included given that it has a number of shop units in use and other town centre/community uses.
- Extend the boundary westwards up to Fishwives Causeway, as units on the north of the street are in contiguous commercial use from Pipe Street to Fishwives Causeway. This would result in the boundary extending to the new development proposed at Baileyfield, existing garages, new supermarket and the development under construction.

Previous Approach

The policy approach set out in the Edinburgh City Local Plan (ECLP), now superseded by the LDP, was to restrict changes of use in shop units within identified 'shopping frontages'. The ECLP identified four 'frontages', within which the change of use to a non-shop use was only permitted where no more than one third of all units would be in non-shop use and it would not result in four or more consecutive non-shop uses. The percentage of non-shop uses in each of the frontages defined in the ECLP is shown in the table below.

Frontage	% of frontage in non-shop use	Number of vacant units
100 – 162 Portobello High Street	35%	2
164 – 208 Portobello High Street	20%	1
210 – 240 Portobello High Street	27%	0
111 – 153 Portobello High Street	22%	1

Based on the 2016 shop survey, only one frontage has slightly exceeded the third allowance. Since 2010, the proportion of non-shop uses in all of the frontages has remained the same. However, three have seen an increase in vacancy rates.

Change of Use Policies

The policies below (Policy PTC1 and Policy PTC2) set out when a shop unit can change from a shop use to a non-shop use.

Policy PTC 1 – Alternative Use of Shop Units in Defined Frontages

In the frontages at defined in the table below (and see Map 2), the change of use of a shop unit to a non-shop use will be permitted provided:

a) as a result of permitting the change of use, **no more than one third** of the total number of units in the frontage will be in non-shop use; and

b) the proposal is for an appropriate commercial or community use which would complement the character of the centre and would not be detrimental to its vitality and viability.

Frontages
100 – 162 Portobello High Street
111 – 153 Portobello High Street
164 – 208 Portobello High Street
210 – 240 Portobello High Street

Justification:

Defining frontages allows the retail policy to determine where the core shopping activity occurs and to determine a level of protection of shop uses, more so than other areas of a centre. Despite Portobello having a slightly higher vacancy rate, three of the frontages still are below the third non-shop use threshold. An increase in the policy to allow more non-shop uses is not proposed to manage the vacancy rate. Keeping this level of protection should ensure that the town centre meets the shopping needs and demands, whilst balancing the benefits of extending economic activity and footfall into the evening. One of the frontages is already exceeding the established threshold for non-shop use, however, only marginally. To put this in context, of the 130 units in total in the town centre, a total of 48% are in non-shop use. No change in the number or extent of the defined frontages is proposed.

Policy PTC 2 – Alternative Use of Shop Units Elsewhere in Portobello Town Centre

For those locations not within a 'frontage', but elsewhere within the Portobello Town Centre boundary, a change of use from a shop to a non-shop use will be permitted provided a proposal is:

- Class 2 – financial, professional or other services
- Class 3 – food and drink uses
- An appropriate commercial or community use which would complement the character of the centre and would not be detrimental to its vitality and viability

Justification:

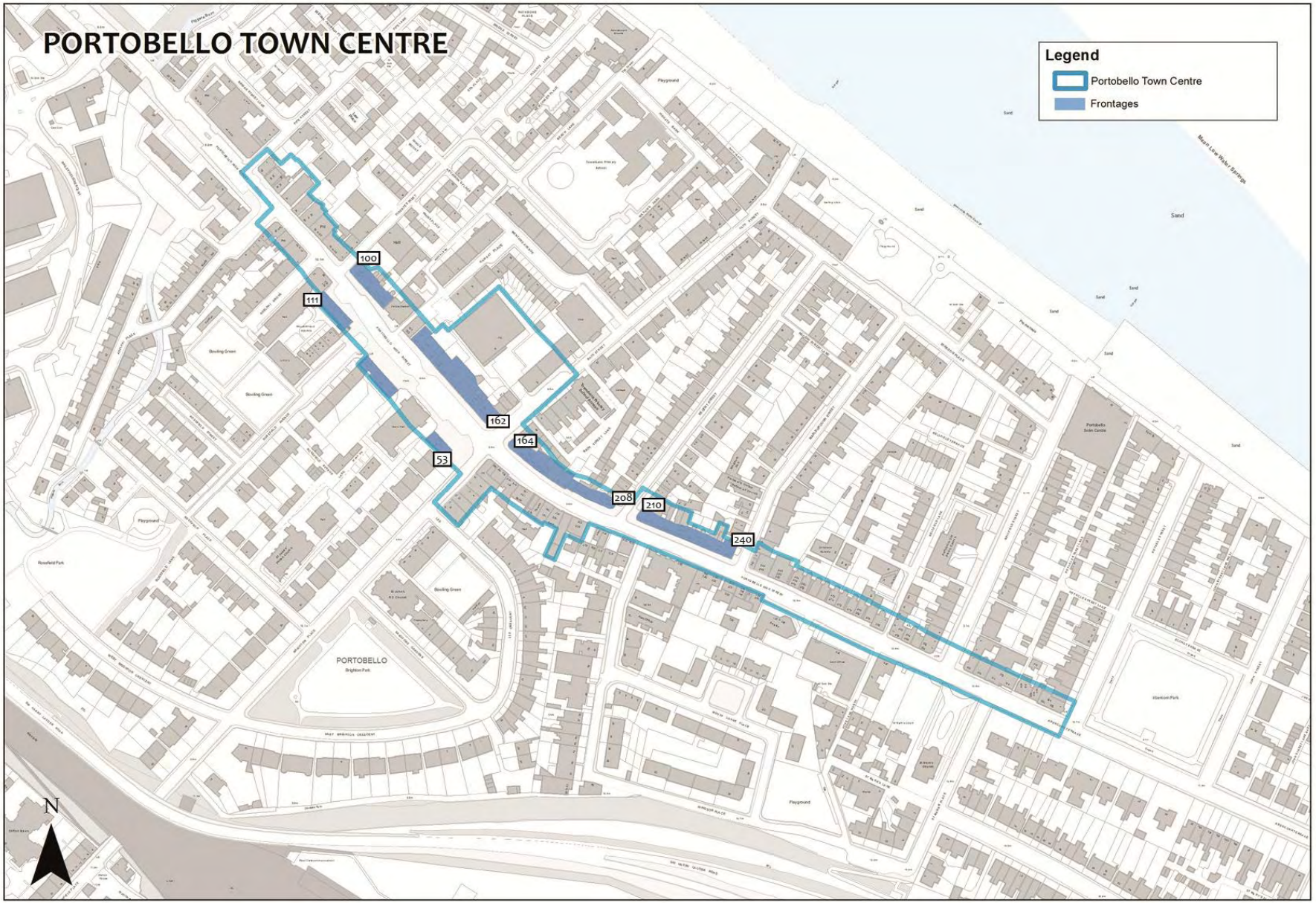
Frontages are used to ensure that a minimum percentage of shop uses are retained in shop use to meet the basic shopping needs and provision of the walk-in population. Elsewhere, there is more flexibility to allow shop units to provide a destination, speciality shops, associated uses such as services and food and drink uses. This should allow corner units to capitalise on the outdoor street

spaces, for example towards the eastern end of the centre with streets leading perpendicular to the Promenade, to encourage food and drink with outdoor seating permits.

Residential use

National planning policy states that planning for town centres should consider opportunities for promoting residential use where this fits with local need and demand. All of Edinburgh's town centres, including Portobello, have an already large residential population despite the boundary being tightly drawn around the main concentrations of the shopping offer. For placemaking purposes it is important that ground floor uses help bring activity onto the street. Residential units at ground floor level tend to add little vitality to the town centre. Portobello already has a significant population living within walking distance of the main shopping streets and within the town centre itself, changes from shop use to residential is not supported. However, opportunities should be considered for promoting residential use above shop units in any new development or redevelopment schemes within and on the edge of the town centre boundary.

Map 2


PORTOBELLO TOWN CENTRE
Legend
Portobello Town Centre
Frontages
100
111
162
164
53
208
210
240
PORTOBELLO
N

5. LINKS TO OTHER POLICIES AND GUIDANCE

LDP POLICIES

Other relevant policies in the Edinburgh Local Development Plan include:

- Ret 1 Town Centres First
- Ret 3 Town Centres
- Ret 7 Entertainment and Leisure Developments
- Ret 11 Food and Drink Establishments
- Des 13 Shopfront
- Env 3 Listed Buildings - Setting
- Env 4 Listed Buildings – Alterations and Extensions
- Env 5 Conservation Areas – Demolition of Buildings
- Env 6 Conservation Areas - Development

Policy Ret 3 generally supports shop uses in town centres. Policy Ret 7 supports leisure and entertainment facilities in town centres. Policies Ret 11 considers the impact on nearby residents for proposals such as public houses and hot-food takeaways. Des 13 supports improvements to shop fronts.

GUIDANCE FOR BUSINESSES

The document interprets policies in the Edinburgh Local Development Plan. It provides guidance to assist businesses in preparing applications to change the use of a property.

ONE-DOOR APPROACH

The One Door Approach to Development Consents aims to give the customer all the information they need at the start of the development process. Food and drink, public house and hot-food takeaway uses will often require other consents and are subject to separate controls by licensing for:

- Alcohol
- Hours of operation
- Outdoor pavement seating

For more information on these, see the Council's website on the One Door Approach to development consents, the Council's Guidance for Businesses or contact the Business Gateway.

EDINBURGH STREET DESIGN GUIDANCE

Edinburgh's new Street Design Guidance brings together previously separate CEC guidance on street design to achieve coherence and co-ordination across the city, with the ultimate goal of providing the people of Edinburgh with a world-class network of vibrant, safe, attractive, effective and enjoyable streets. The guidance will apply to a range of Council services who manage streets for various purposes.

EDINBURGH DESIGN GUIDANCE

The Edinburgh Design Guidance sets out the Council's expectations for the design of new development in Edinburgh. The guidance is intended for all new buildings and should be used as a point of reference, a basis for the planning, design and communication of new development proposals and a material consideration in assessing planning applications. It aims to provide guidance on how to comply with the policies in the local plans, explain the key ideas which need to be considered during the design

process, give examples of good quality design, and set out the requirements for design and access statements. The guidance is currently under review.

CONSERVATION AREA CHARACTER APPRAISAL

Conservation Area Character Appraisals help to manage change in a conservation area. They describe what is special about each conservation area. They help in making decisions on proposals that affect the area's special character. The New Town Conservation Area Character Appraisal covers Stockbridge.

WORLD HERITAGE MANAGEMENT PLAN

There is a management plan for the Old and New Towns of Edinburgh World Heritage site 2011-2016. The previous management plan covered the period of 2005-2010. UNESCO requires every World Heritage Site to have a plan which says how the Outstanding Universal Value (OUV) of the site will be protected. OUV is the collection of things which make the area special. The management plan informs a separate action plan. The management plan is currently being reviewed.

6. DEFINITIONS

Class 1 shop use - A unit used for the sale of goods to visiting members of the public, for example, post office, sale of tickets, cold food for consumption off the premises, and hairdressing. This is further defined in the Town and Country Planning (Use Classes) (Scotland) Order 1997.

Shop unit – As defined in the Edinburgh Local Development Plan (2016), a shop unit is a premises accessed directly onto the street and designed primarily for shop use.

Non-shop uses - Changing a shop to a non-shop use is known as a 'change of use' and will always require planning permission. Examples of non-shop uses are:

- Class 2 Service Uses – e.g. lawyers, accountants, estate agents, health centres, tanning salons and pawn brokers.
- Class 3 Food and Drink (consumed on premises) – e.g. restaurant, cafe, snack bar (not a public house or hot food take-away).
- Class 4 Business Use – general office, light industry or research and development, which can be carried out without detriment to the amenity of any residential area.
- Betting shops, pay day loan shops, pubs and hot food takeaways are classified as Sui Generis.
- Commercial Use – e.g. Office
- Community Use – e.g. Social and cultural activities
- Leisure Use – e.g. Cinema and gymnasium

Some changes of use are permitted development, for example, a cafe (Class 3) being turned into a shop unit (Class 1). The Scottish Government Circular 1/1998 contains guidance on use classes.

Appendix A: Summary of responses to the online survey carried out by Portobello Community Council

What is your view about the range of shops, services, facilities and food and drink establishments along the High Street? How balanced is the current mix? Are there too many similar types of shops/services or gaps in what's available?

Generally happy with the mix and range of uses and valued the independent traders, and have seen an improvement in recent years. Most people commented that there were too many charity shops, hairdressers/barbers/beauty salons. Regret for the lack of greengrocer. Would like to see more restaurants, not cafes. Quite a few people would like to see clothes/shoe shops, bookshop and toyshops. Concern that RBS branch closing, near to children's shoe shop that is also closing.

What impact, if any, do you think the new Aldi store has had, or will have, on Portobello town centre?

The general feeling is that the impact of Aldi will be felt greatest by Scotmid and Sainsbury's, and only to a lesser extend the independent shops. However, there is noted concern about the impact on the some specialists such as the butcher and fishmonger. Generally a good thing for consumer choice, and opening times suit daytime workers. Some feel that this will bring more people into Portobello, and it provides an anchor to the west side of town. It reduces the need to travel further by car to other larger supermarkets, and retains spending within Portobello. Concern however that it is a car oriented development that it will encourage more car trips and the impact on road congestion. Suggest that an effort to connect to the rest of town is needed.

How easily can pedestrians and cyclists move around or along the high street? (e.g. opportunities to cross the road, pavement and road widths, space to cycle safely)

General perception is that Portobello town centre works well for pestestrians but is very poor for cyclists. However, there is room for improvement for pedestrian safety and comfort - notably the crossings take a long time to change, another crossing point is required east of Bath Street and at the Aldi development where the new junction is a concern for pedestrians. Pavements are generally wide enough on the north side, but not the south side. Better use of the wide pavement in front of the town hall. The traffic is felt to be heavy. Delivery trucks, parked cars and narrow section east of Bath St to Bellfield Street makes cycling here unpopular. Most opt to detour to the Prom. There is a lack of cycle parking. The setts on Brighton Place is uncomfortable for cyclists and suggestion to drop the kerb at Rosenfield Avenue to use as an alternative route.

What opportunities are there for the public to use existing sites or spaces to sit outdoors or shelter from the weather?

Most people note that there are benches along the high street, especially outside the Bank of Scotland. However, there is nowhere to shelter from the wind/rain, other than bus shelters. Opportunity to improve the space here, and more seating at the row of shops to the west of Rosefield Avenue. Despite some concern about air pollution impacting outside seating, some are keen for more seats and encouraging cafes to have tables and chairs.

How, if at all, does parking affects the feel and flow of the place and how people use it?

Parking is seen as a problem that slows down traffic, adversely affects cycling and lack of parking on the high street puts pressure on narrow side streets with cars parked on pavements become an obstacle. Some feel that more restrictions on parking would be detrimental to the viability of the town centre.

Do you have any suggestions on how the town centre could be improved for people on foot or bike?

Suggestions include: segregated cycle paths, more bike parking, more planting and outdoor seating. Better enforcement of parking and speed limits. Street design should allow cars to keep moving even when two buses are at the stop. Information boards and better signage to attract people from the beach to the High Street. Allow vacant units to be allowed to display goods and services. More food and drink uses so that people stay for longer after trip to beach. Introduce yellow lines along length of High Street (alternating sides). Widen pavements (especially southern side) and encourage traders to use them. Pilot car-free days. Redesign of Fishwives Causeway and Bath St junctions with raised tables for pedestrian priority.

Other comments:

Comments and suggestions include: Smarten up shop fronts (design, colours, awnings) and vacant units to strengthen sense of character and place. Portobello has great community feel. Create gateway feature to the town, with local artists. More development of the beach and promenade as it an extension of the High Street. Reduce traffic flow. Keep public toilets open. Improve pavement surfaces. Improve the public space at the Brighton Place junction to create meeting/market space. Improve coordination of local businesses. Explore continuation of the High Street down Bath St.

Stockbridge Town Centre

Draft Supplementary Guidance

March 2017

CONTENTS

1. INTRODUCTION

Stockbridge is one of Edinburgh's nine town centres (including the City Centre) defined, protected and promoted as a hub for a wide range of activities from shopping, providing local services and as a leisure destination. This draft sets out an approach to the **change of use of shop units** within Stockbridge Town Centre.

The LDP provides a framework for a tailored approach for individual town centres set out in Supplementary Guidance. Statutory Supplementary Guidance is prepared under Section 22 of the Planning etc (Scotland) Act 2006 and aims to deliver the policies and principles set out in the Edinburgh Local Development Plan (LDP). The Supplementary Guidance has been prepared in accordance with **Policy Ret 9: Alternative Use of Shop Units in Defined Centres** and applies to all shop units within the town centre. It aims to deliver two LDP objectives set out in Part 2, Section 6 (Shopping and Leisure) of the Plan:

- To maintain the existing and proposed broad distribution of centres throughout the city and sustain their vitality and viability; and
- To improve the appearance, quality and attractiveness of all centres.

Once adopted, following consultation, the Supplementary Guidance will form part of the statutory development plan. Applications for change of use must be determined in accordance with the development plan unless material considerations indicate otherwise. To assist in interpreting the LDP the Council issues non-statutory guidance. Guidance for Businesses provides guidance on change of use. This is a material consideration in the determination of applications and should be considered alongside this Supplementary Guidance.

This Supplementary Guidance has been informed by a public life street assessment carried out by design consultants for the Council, which explores how the town centre should evolve to maximise the potential for benefitting public life.

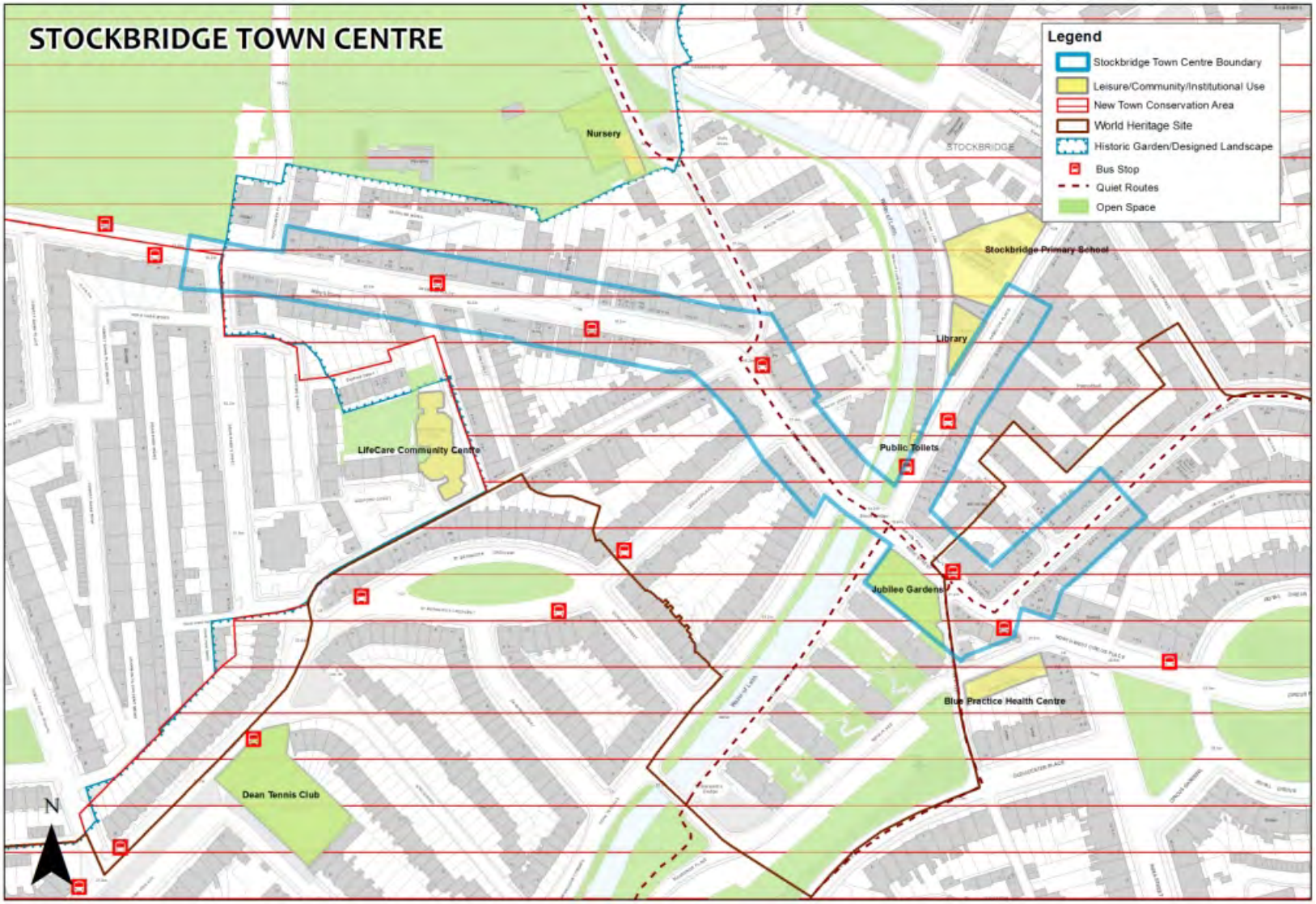
2. THE TOWN CENTRE

Stockbridge Town Centre is located north of the city centre. As illustrated in map 1 overleaf, it starts at the junction of St Stephen Street and Kerr Street, and continues along Raeburn Place, taking in side streets such as Hamilton Place. The historical expansion of the New Town from around 1813 increased the demand for property, leading to the incremental replacement and development of Stockbridge village. Despite such historical changes, Stockbridge has retained much of its village character and atmosphere, comprising of small shop units and a variety of house types including low rise colonies and terraces. For this reason, it is not quite as densely populated as some of the other town centres (approx 5,000 people within a walking distance of approximately 400m).

The area has a number of listed buildings. Being within close proximity to the Water of Leith, there are also a number of prominent historical buildings and features of interest. The Town Centre itself lies within the New Town Conservation Area and the New Towns Garden and Dean Historic Garden/Designed Landscape Inventory Site. The southern part of the Town Centre along St Stephen Street, is located within the Old and New Towns of Edinburgh World Heritage Site. The World Heritage Management Plan is under review. Within these designations, specific LDP policies apply to protect and enhance the appearance and setting of the city.

It is a diverse friendly Town Centre with a village identity, supported by a community council. Jubilee Gardens is located within the Town Centre, home to the popular Stockbridge Market; a central meeting place for public life every Tuesday and Sunday. The average number of pedestrians observed per day from the public life street assessment was found to be lower than some of the other town centres. Stockbridge is smaller in size, with fewer people to draw on for local shopping needs, and by its location adjacent to the Water of Leith, it successfully performs the role of both leisure and shopping destination.

Map 1: Stockbridge

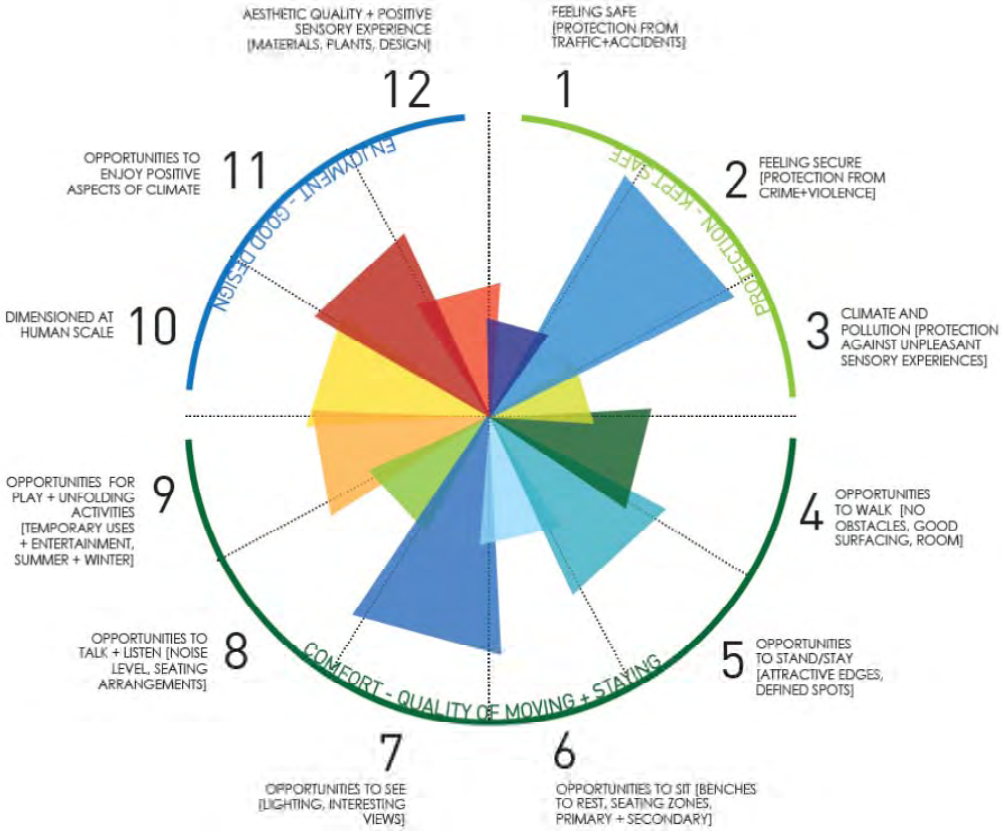


KEY FINDINGS

A health check has been carried out to assess the Town Centre's strengths, vitality and viability, weaknesses and resilience. To assess how the Town Centre functions in terms of pedestrian and cyclist movement and as a place to visit, a study called a public life street assessment has also been undertaken. This study used a mixture of techniques, including direct observation (pedestrian counts, behavioural mapping and tracing studies), user interviews and land use surveys.

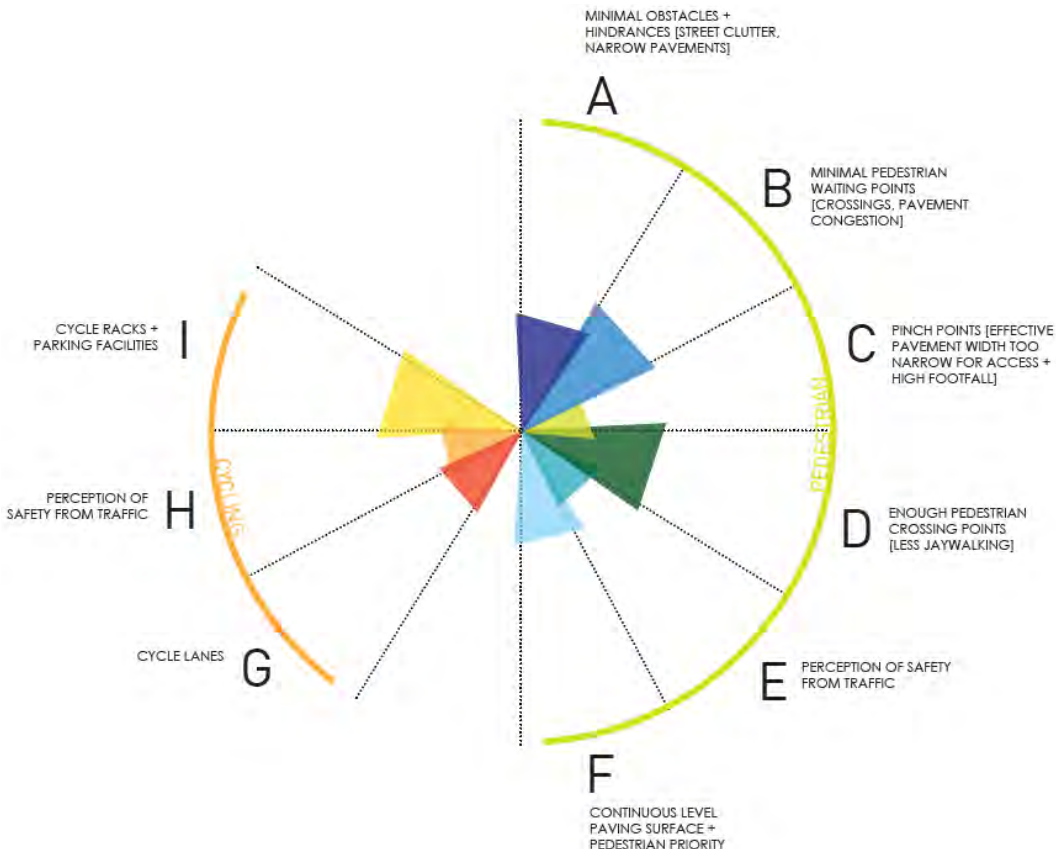
Place

The place function was assessed against 12 quality criteria. Stockbridge had mixed results in terms of place function. The town centre scored highly for opportunities to see and protection from crime and violence. The diversity of small scale shops also provide visual interest and a desire to stop and stay. It scored less well for other qualities, including aesthetic quality, perception of safety from traffic, and protection against climate and pollution. The biggest hindrance is the prioritisation of vehicles and narrow corner pavements, as well as the prominence of parked cars, risk of traffic to cyclists/pedestrians and limited opportunities to sit often restricting people's desire to stop and stay, and talk and listen.



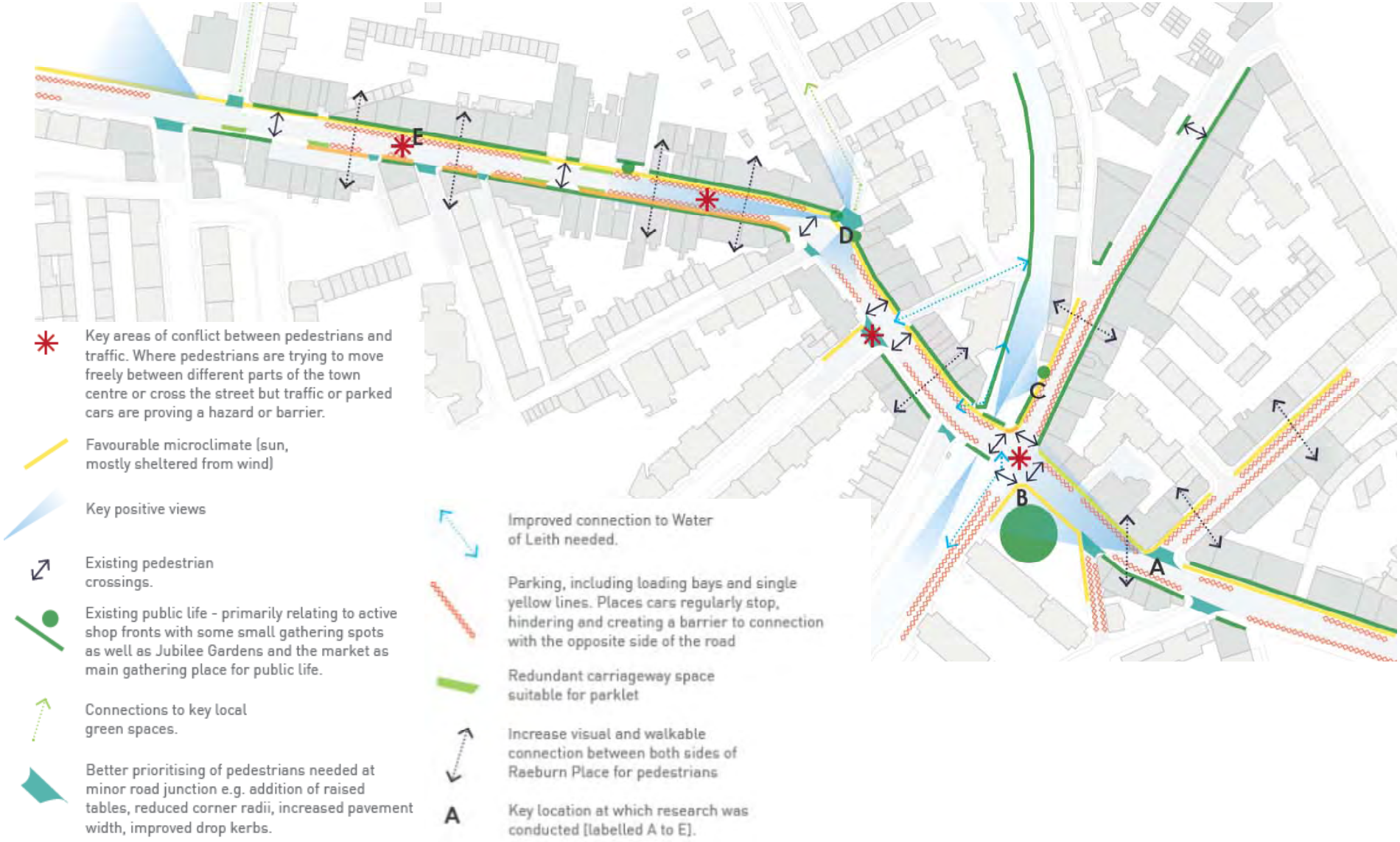
Pedestrian movement

Stockbridge scored very low for most aspects of pedestrian and cyclist movement, despite cycle routes passing through. A key issue relates to perceptions of safety from traffic. These low scores are the result of narrow pavements, pinch points, street clutter, unlevel paving surfaces, a lack of pedestrian priority and a lack of dedicated cycle lanes. Medium scores were found for minimum pedestrian waiting points, enough pedestrian crossing points and cycle racks. These elements scored better due to slightly improved pedestrian walking conditions along the north side of Raeburn Place.



Overview map

The analysis diagram overleaf taken from the public life street assessment has been compiled based on a synthesis of researcher observations and diaries, sub studies by the research team and analysis of the data collected from test walks and direct observation at key locations.


E
D
C
B
A
Key areas of conflict between pedestrians and traffic. Where pedestrians are trying to move freely between different parts of the town centre or cross the street but traffic or parked cars are proving a hazard or barrier.
Favourable microclimate (sun, mostly sheltered from wind)
Key positive views
Existing pedestrian crossings.
Existing public life - primarily relating to active shop fronts with some small gathering spots as well as Jubilee Gardens and the market as main gathering place for public life.
Connections to key local green spaces.
Better prioritising of pedestrians needed at minor road junction e.g. addition of raised tables, reduced corner radii, increased pavement width, improved drop kerbs.
Improved connection to Water of Leith needed.
Parking, including loading bays and single yellow lines. Places cars regularly stop, hindering and creating a barrier to connection with the opposite side of the road
Redundant carriageway space suitable for parklet
Increase visual and walkable connection between both sides of Raeburn Place for pedestrians
A
Key location at which research was conducted (labelled A to E).

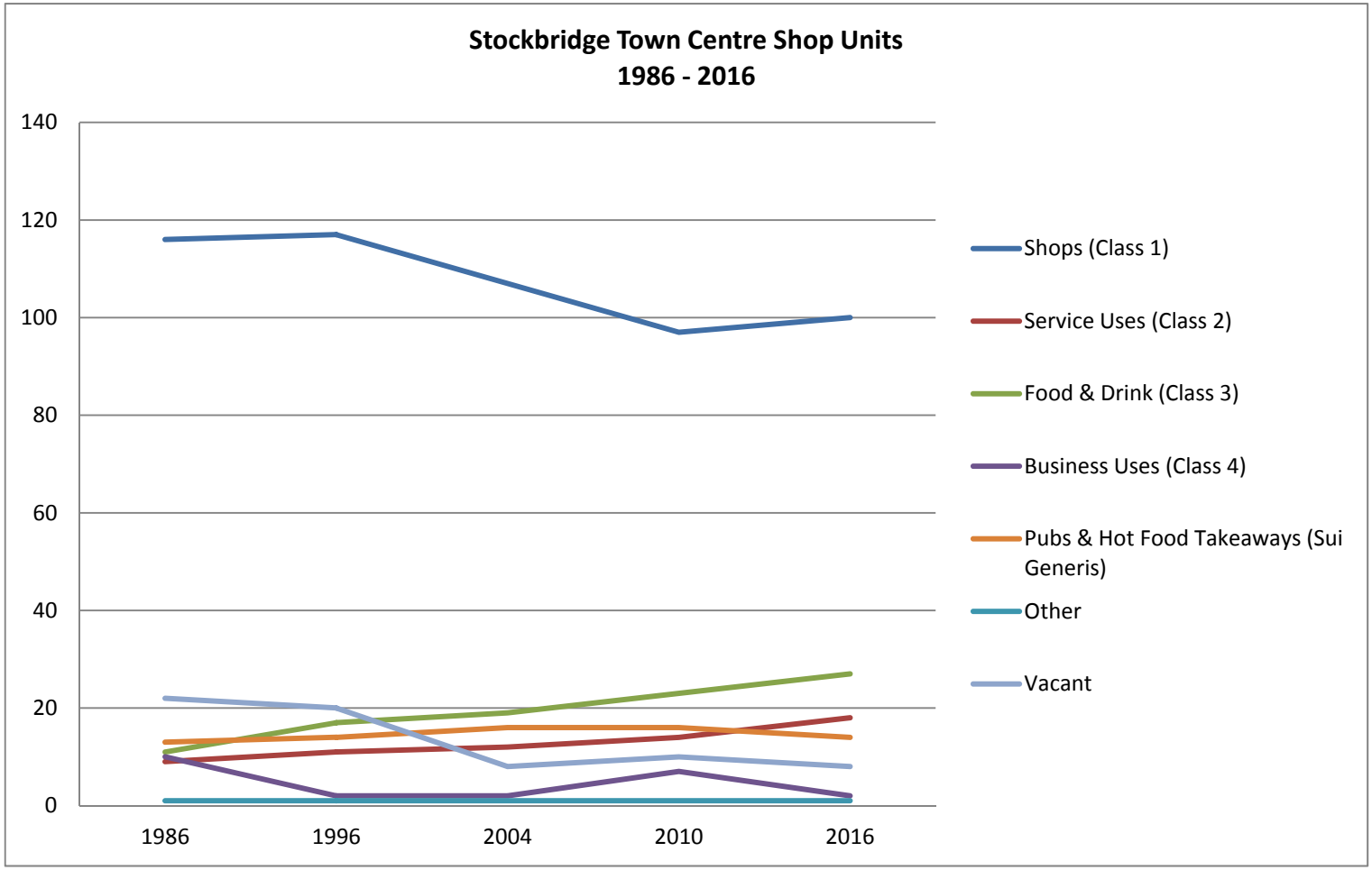
Shops and other town centre uses

Stockbridge Town Centre consists of a mix of mostly smaller shops and eating places. There are also two small supermarket sized units. Similar to Edinburgh's other town centres, the shops and other uses are predominantly located in ground floor units under traditional tenements. The exceptions to this are Raeburn Place where single storey projections from terraces are common, and the northern side of Deanhaugh Street, where the majority of the units are single storey in height with no residential above.

Where a unit is used as a shop it is necessary to get planning permission from the Council to change to another use. However, the planning system has limited control over what shops sell or which company occupies a shop. National retailers are commonplace, particularly along sections of Deanhaugh Street and Raeburn Place. There are also a number of high-end independent specialist operators within the Town Centre. These are particularly concentrated towards the southern end of the Town Centre, along streets such as St Stephen Street. Cafes and restaurants are well represented and spread out fairly evenly throughout the town centre, resulting in a well distributed level of active evening uses. The area is also well served by services such as hairdressers, pharmacies, a post office, a bank, an opticians, and repair shops. There are no dentists or doctors within the town centre boundary itself, but are located within the surrounding area.

The mix of uses has been monitored in city-wide shop surveys periodically undertaken since 1986. As identified in the chart below, the survey shows a steady decline in class 1 (retail) use and subsequent increase in other uses since 1986. It also shows a decrease in the vacancy rates, with a slight increase in 2010. The current vacancy rate is 5%, which is below the 2015 Edinburgh average of 7% and significantly below the national average which is between 9 and 13%. Overall, the proportion of units in shop use has fallen to 58% from 64% in 1986. This is a trend which is evident across other town centres. Within those units used as shops there has been a decline in the number of butchers, bakers, fishmongers, and grocers. There has also been a significant increase in the number of charity shops; 15 in 2016, compared with only 5 in 1986. The proportion of units in use for professional

services such as opticians, banks, solicitors, beauty salons has increased from 5% in 1986 to 11% in 2016. The proportion of units in business use (class 4) has declined over the period between 1986 and 2016; 1% of units were in this category at 2016, compared to 5% in 1986. There has been an increase in the proportion of units in use as cafes and restaurants from 6% in 1986 to 16% in 2016.



Notwithstanding the number of shop uses, the area also benefits from having some community, leisure and public uses located within and in close proximity, such as Water of Leith, Botanic Gardens, Inverleith Park, Edinburgh Academicals Sport Ground, Stockbridge Library, Stockbridge Market and LifeCare Community Centre. Employment in Stockbridge Town Centre is relatively high at 1,200. Re-letting potential is also high. Rents have increased or remained stable over recent years. The retail rent (2 years ending September 2015) is £24/sq ft; the highest of all eight town centres outside the city centre.

Physical structure

Stockbridge is a compact, non-linear Town Centre which enables more of a nucleus of activity and identity. There is a positive architectural and historic character with many features and assets of interest within the Town Centre itself and the wider area, for example the Water of Leith, Old Stockbridge Meat Market and the Stock Bridge. The condition of most buildings and features within the Town Centre is good. Where buildings have been traditionally constructed from stone they are generally in good condition.

The public life street assessment found that overall, Stockbridge Town Centre could, with its older facade structure and great diversity of high quality frontages, be considered as having almost exclusively active facades compared to the other town centres. There is rich detailing in the Town Centre with potted plants along the facades and awnings extending shops into the street, all adding to the village atmosphere. There are, however, few trees and soft landscaping within the public realm, with the exception of the Water of Leith.

SWOT analysis

The overall analysis is summarised here in a SWOT analysis of the town centre.

Strengths	**Weaknesses**	**Opportunities**	**Threats**
Compact non-linear town centre provides for a friendly village atmosphere and strong sense of community	Narrow pavements and prevalence of bollards hinder pedestrian movement	Make the connection clearer to the Water of Leith to enhance wayfinding.	Heavy traffic at weekday rush hour
Nearby parks, walking routes and green space	Priority of vehicles over pedestrians, cyclists and place function.	Remove bollards	Perception of drivers is that it is an arterial route rather than a place for people.
Jubilee Gardens and Stockbridge Market act as a central meeting place for public life	Parking has been prioritised throughout the town centre	Extend the public realm at key points along the Town Centre, for example at the entrance to Bernard's Row.	Resistance from businesses/residents to reduce parking.
Low vacancy rate and diverse mix of shops and services	Lack of cycle facilities including dedicated cycle lanes and enough cycle parking.		
Positive architectural and historic character and features of interest			
Good public transport			

Current health

The overall analysis from the public life street assessment and shop survey is summarised in the above SWOT analysis of the town centre. A decline in the number of units in retail use is evident, however, this reflects trends across all town centres. Just over half of the shop units in the Town Centre are still in retail use, and the vacancy rate is low, indicating a relatively healthy centre overall.

3. OPPORTUNITIES FOR IMPROVEMENT

The public life street assessment and health check highlight areas for improvement in the Town Centre, particularly relating to the movement and place function. In common with other town centres, there is great potential to improve the movement and place function of Stockbridge Town Centre. The vision for Stockbridge is to;

- increase the relative importance of pedestrian and cycle movement, whilst recognising the importance of Raeburn Place and Deanhaugh Street as important through traffic routes;
- promote and facilitate staying times by enhancing the character, identity, visual interest and comfort; and
- ensure a mix of uses to meet the needs and demands of the population.

The Supplementary Guidance goes some way to achieve the wider vision through the following 10 principles, which should be considered when submitting and assessing a planning application for a change of use within Stockbridge Town Centre;

1. Supporting high quality shopfront design (see the Council's Guidance for Businesses and Listed Buildings and Conservation Area Guidance for details).
2. Ensuring active frontages to the street by permitting glazing which will allow for natural surveillance, visual interest on the street and encourage street users to stay. This may also prohibit the change of use from shop use to residential in ground floor units.
3. Supporting outdoor seating where pavements are wider and micro-climate is favourable, for example the junction of Raeburn Place and St Bernard's Row.
4. Supporting class 3 food and drink uses on corner units where there is an opportunity to activate the public street life.
5. Maximising opportunities for formal and informal outdoor seating incorporating shelter in the form of trees, planters or shop front awnings at key points along the town centre.

6. Ensuring development makes a positive contribution to the public realm by meeting the Street Design Guidance and Edinburgh Design Guidance.
7. Incorporating and enhancing natural and built features where they can contribute positively to the Town Centre, for example the Water of Leith.
8. Supporting additional cycle parking facilities at key points along the Town Centre.
9. Taking opportunities to remove street clutter and other redundant items identified in any relevant street audits prepared by the Council or Living Streets.
10. Ensuring appropriate arrangements are in place for storage of waste, internally and externally.

A number of other programmes and plans have the potential to address some of the other issues highlighted in the public life street assessment:

- A bus shelter replacement programme has recently taken place, including replacement bus shelters with advertising panels in the town centre. Future replacement programmes will present an opportunity to improve placement of shelters.
- A review of Conservation Area Character Appraisals is underway. Appraisals are intended to manage change and set out opportunities for enhancement.
- The World Heritage Site Management Plan is currently under review.
- Road and Footway Investment – Capital Programme
- The Council's Wayfinding Project. This could improve navigation, wayfinding and appreciation of assets such as Water of Leith.

- A locality based approach to service delivery operates in Edinburgh. The town centre is within the North West Locality. Locality Improvement Plans are currently being prepared and are due to be in place by October 2017. These will set out the future priorities for the area and consider opportunities to enhance the local sense of identity and belonging.
- QuietRoutes – Edinburgh's local walking and cycling routes.
- Stockbridge will introduce a 20mph speed limit at the end of February 2017. Reduced traffic speed will improve the sense of security for pedestrians and cyclists.
- The Town Centre has also benefitted from the trade waste policy that only allows trade waste to be presented on the street/outside premises for one-hour within set collection windows.

4. CHANGE OF USE POLICIES

TOWN CENTRE BOUNDARY

The Edinburgh Local Development Plan (LDP) defines the boundary of Stockbridge Town Centre within which Policy Ret 9 and this draft Supplementary Guidance applies. Paragraph 261 of the LDP states that supplementary guidance may recommend changes to the Town Centre boundary to be included in the next LDP. It is considered that there is the potential to include:

- The ground floor units proposed as part of the new Accie's development along the north side of Raeburn Place; and
- The units on the north side of North West Circus Place (1-8).

PREVIOUS APPROACH

The policy approach set out in the Edinburgh City Local Plan (ECLP) (now superseded by the LDP) was to restrict changes of use in shop units within identified 'frontages'. The ECLP identified three 'primary frontages', within which the change of use to a non-shop use was only permitted where no more than one third of all units would be in non-shop use and it would not result in four or more consecutive non-shop uses. Using the 2016 shop survey, the percentage of non-shop uses in each of the frontages defined in the ECLP is shown in the table below.

Frontage defined in ECLP	**% of frontage in non-shop use**	**Number of vacant units**
4 to 102 Raeburn Place	25%	0
1 to 47 Deanhaugh Street	31%	1
1 to 77 Raeburn Place	25%	1

Based on the shop survey carried out in 2016, none of the frontages defined in the ECLP exceed the threshold of no more than one third (33%) of shop units in non-retail use. Vacancy rates within these frontages are also low. Outwith the frontages defined above, 45% are in non-shop use, still leaving the remainder of the Town Centre in majority shop use.

PROPOSED APPROACH

This Supplementary Guidance proposes to retain a 'frontage' approach to ensure that a minimum percentage of units are retained in shop use to meet the basic shopping needs of the local population. The identification of frontages will assist in ensuring distribution of retail facilities throughout the centre to provide for the needs of the local population.

It is proposed that all frontages are retained, as it is considered that they each perform an important retail function. The remainder of the Town Centre outwith these frontages provide for more speciality shopping needs. For these reasons, the Supplementary Guidance does not propose that any of the frontages are removed or no new ones are added.

The proposed approach also removes the need to assess the change of use against whether it will result in four or more consecutive non-shop uses, and in doing so, provides greater flexibility in where non-shop uses can be located within the frontage, so long as the overall percentage of non-shop use remains under 33%.

CHANGE OF USE POLICIES

Changing a shop to a non-shop use will always require planning permission. Some other changes of use are permitted development, for example, a cafe (Class 3) being turned into a shop unit (Class 1). The Scottish Government Circular 1/1998 contains guidance on use classes.

The two draft policies below (Policy S1 and Policy S2) set out when a shop unit can change from a shop use to a non-shop use.

Policy STC 1 – Alternative Use of Shop Units in Defined Frontages

In the frontages defined in the table below (Map 2)**,** the change of use of a shop unit to a non-shop use will be permitted provided:

a) as a result of permitting the change of use, **no more than one third** of the total number of units in the frontage will be in non-shop use; and

b) the proposal is for an appropriate commercial or community use which would complement the character of the centre and would not be detrimental to its vitality and viability.

Frontages
4 - 102 Raeburn Place
1 - 47 Deanhaugh Street
1 – 77 Raeburn Place

Justification

The identification of frontages provides a focus for retail use within the town centre. This policy continues this focus by protecting the areas where there is an identified concentration of retail use. These frontages are below the 33% non-shop use threshold, meaning that there is still potential for other uses to locate here should there be demand. To ensure continued protection of core retail within these frontages, the draft Supplementary Guidance proposes to continue this threshold, which still allows for a diverse mix of other appropriate uses. This is critical to the continued health of the Town Centre.

This policy also removes the need to assess the change of use against whether it will result in four or more consecutive non-shop uses, and in doing so, provides greater flexibility in where non-shop uses can be located within the frontage, so long as the overall percentage of non-shop use remains under 33%.

Policy STC 2 – Alternative Use of Shop Units – Elsewhere

For those locations not within a designated Frontage, but elsewhere within the Town Centre boundary, a change of use from a shop to a non-shop use will be permitted provided a proposal is:

- Class 2 – financial, professional or other services
- Class 3 – food and drink uses
- An appropriate commercial, community or leisure use which would complement the character of the centre, support the main shopping function, and would not be detrimental to its vitality and viability.

Justification

Frontages are used to ensure that a minimum percentage of units are retained in shop use to meet the basic shopping needs and provision of the local population. Outwith the areas defined in Policy S1 and S2, there are a wide range of uses. This policy will provide a flexible approach which will allow appropriate uses, whilst accepting that retailing and the role of town centres are changing, to ensure vitality and viability of the town centre overall. This should allow for units to capitalise on the outdoor street spaces, improving the public realm and providing for an active public life, particularly at key nodes like St Bernard's Row.

Residential use

National planning policy states that planning for town centres should consider opportunities for promoting residential use where this fits with local need and demand. All of Edinburgh's town centres, including Stockbridge, have an already large residential

population despite the boundary being tightly drawn around the main concentrations of the shopping offer. For placemaking purposes it is important that ground floor uses help bring activity onto the street. Residential units at ground floor level tend to add little vitality to the town centre. Stockbridge already has a large population living within walking distance of the main shopping streets and within the town centre itself, changes from shop use to residential is not supported.

5. LINKS TO OTHER POLICIES AND GUIDANCE

LDP POLICIES

Other relevant policies in the Edinburgh Local Development Plan include:

- Ret 1 Town Centres First
- Ret 3 Town Centres
- Ret 7 Entertainment and Leisure Developments
- Ret 11 Food and Drink Establishments
- Des 13 Shopfront
- Env 1 World Heritage Sites
- Env 3 Listed Buildings - Setting
- Env 4 Listed Buildings – Alterations and Extensions
- Env 5 Conservation Areas – Demolition of Buildings
- Env 6 Conservation Areas - Development

Policy Ret 3 generally supports shop uses in town centres. Policy Ret 7 supports leisure and entertainment facilities in town centres. Policies Ret 11 considers the impact on nearby residents for proposals such as public houses and hot-food takeaways. Des 13 supports improvements to shop fronts.

GUIDANCE FOR BUSINESSES

The document interprets policies in the Edinburgh Local Development Plan. It provides guidance to assist businesses in preparing applications to change the use of a property.

ONE-DOOR APPROACH

The One Door Approach to Development Consents aims to give the customer all the information they need at the start of the development process. Food and drink, public house and hot-food takeaway uses will often require other consents and are subject to separate controls by licensing for:

- Alcohol
- Hours of operation
- Outdoor pavement seating

For more information on these, see the Council's website on the One Door Approach to development consents, the Council's Guidance for Businesses or contact the Business Gateway.

EDINBURGH STREET DESIGN GUIDANCE

Edinburgh's new Street Design Guidance brings together previously separate CEC guidance on street design to achieve coherence and co-ordination across the city, with the ultimate goal of providing the people of Edinburgh with a world-class network of vibrant, safe, attractive, effective and enjoyable streets. The guidance will apply to a range of Council services who manage streets for various purposes.

EDINBURGH DESIGN GUIDANCE

The Edinburgh Design Guidance sets out the Council's expectations for the design of new development in Edinburgh. The guidance is intended for all new buildings and should be used as a point of reference, a basis for the planning, design and communication of new development proposals and a material consideration in assessing planning applications. It aims to provide guidance on how to comply with the policies in the local plans, explain the key ideas which need to be considered during the design

process, give examples of good quality design, and set out the requirements for design and access statements. The guidance is currently under review.

CONSERVATION AREA CHARACTER APPRAISAL

Conservation Area Character Appraisals help to manage change in a conservation area. They describe what is special about each conservation area. They help in making decisions on proposals that affect the area's special character. The New Town Conservation Area Character Appraisal covers Stockbridge.

WORLD HERITAGE MANAGEMENT PLAN

There is a management plan for the Old and New Towns of Edinburgh World Heritage site which covers the period 2011-2016. UNESCO requires every World Heritage Site to have a plan which says how the Outstanding Universal Value (OUV) of the site will be protected. OUV is the collection of things which make the area special. The management plan informs a separate action plan. The management plan is currently being reviewed.

6. DEFINITIONS

Class 1 shop use - A unit used for the sale of goods to visiting members of the public, for example, post office, sale of tickets, cold food for consumption off the premises, and hairdressing. This is further defined in the Town and Country Planning (Use Classes) (Scotland) Order 1997.

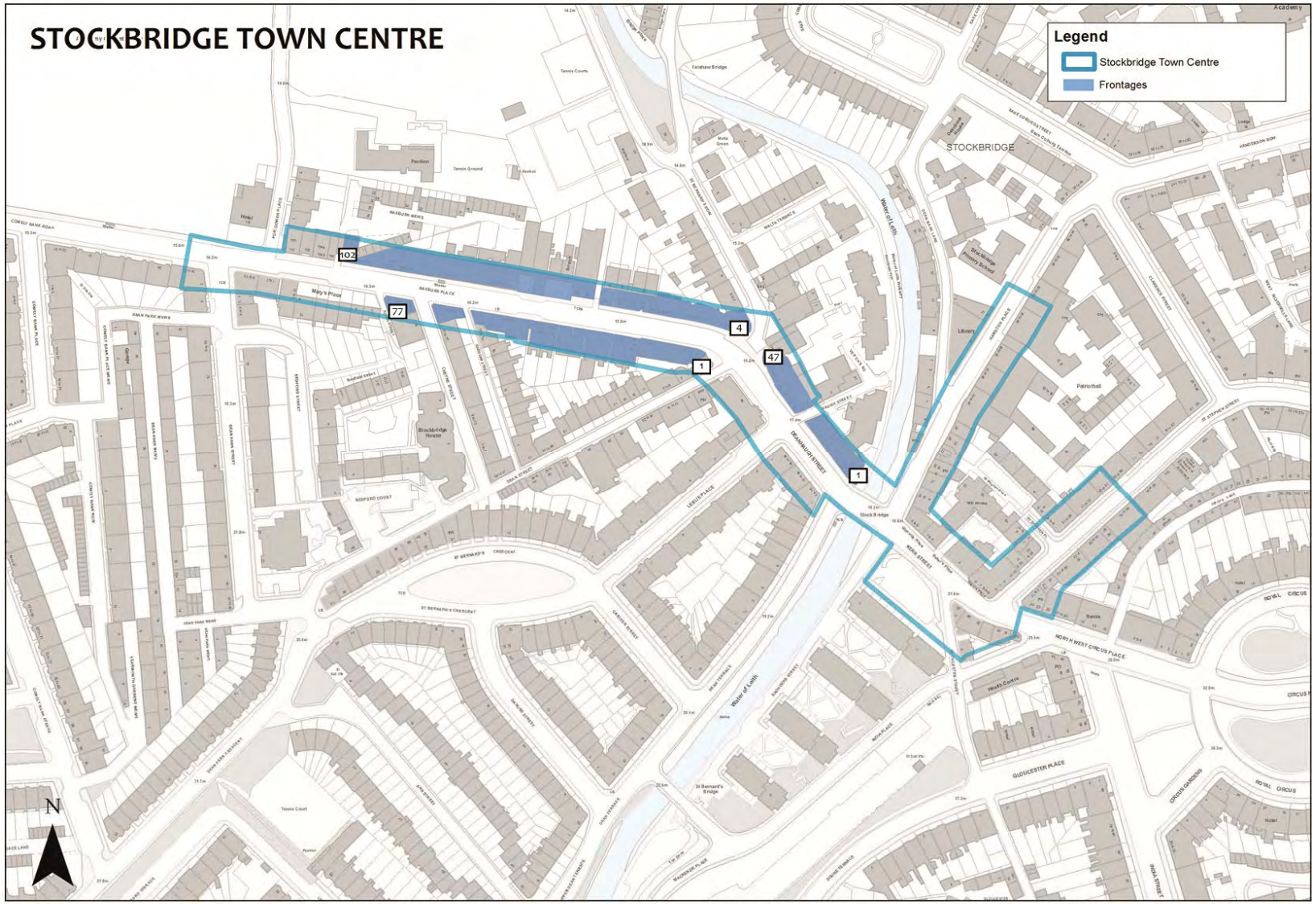
Shop unit - As defined in the Edinburgh Local Development Plan (2016), a shop unit is a premises accessed directly onto the street and designed primarily for shop use.

Non-shop uses - Changing a shop to a non-shop use is known as a 'change of use' and will always require planning permission. Examples of non-shop uses are:

- Class 2 Service Uses – e.g. lawyers, accountants, estate agents, health centres, tanning salons and pawn brokers.
- Class 3 Food and Drink (consumed on premises) – e.g. restaurant, cafe, snack bar (not a public house or hot food take-away).
- Class 4 Business Use – general office, light industry or research and development, which can be carried out without detriment to the amenity of any residential area.
- Betting shops, pay day loan shops, pubs and hot food takeaways are classified as Sui Generis.
- Commercial Use – e.g. Office
- Community Use – e.g. Social and cultural activities
- Leisure Use – e.g. Cinema and gymnasium

Some changes of use are permitted development, for example, a cafe (Class 3) being turned into a shop unit (Class 1). The Scottish Government Circular 1/1998 contains guidance on use classes.

MAP 2: FRONTAGES



Planning Committee

10.00am, Thursday, 2 March 2017

Planning and Building Standards Customer Engagement Strategy – timetable for improvements

Item number	7.1
Report number	
Executive/routine	Routine
Wards	All

Executive Summary

The purpose of this report is to provide a timetable for further changes to customer service changes within Planning and Building Standards.

The report addresses the remit from the 8 December 2016 meeting of Planning Committee to provide a programme for forthcoming changes as part of the refocused Planning and Building Standards Customer Engagement Strategy.

Links

Coalition Pledges	P15, P28, P40
Council Priorities	CP5, CP7, CP8, CP8, CP9, CP12
Single Outcome Agreement	SO1

EDINBVRGH
THE CITY OF EDINBURGH COUNCIL

Report

Planning and Building Standards Customer Engagement Strategy – timetable for improvements

1. Recommendations

1.1 It is recommended that the Committee:

1.1.1 notes the timetable for improvements.

2. Background

2.1 On 8 December 2016, the Planning Committee noted the progress update on the Planning and Building Standards Customer Engagement Strategy. The Committee requested a report from the Executive Director of Place on the timescale for the proposed IT developments coming on stream. This report addresses that remit.

3. Main report

Customer Engagement Strategy – timetable for improvements

3.1 The following is a timetable for customer improvements relating to the strategy, including ICT changes:

Change	Comment	Timescale
Online forms: • General planning and building standards enquiry form • Planning pre-application form • Building Standards pre-application form	Online forms will be used by customers to contact the service with general and pre-application enquiries. The forms will guide customers to online information and ensure we receive the relevant information to improve handling and responses to enquiries.	The programme for Transformational Change is in the re-planning process and a timescale for delivery is due in April this year. The Planning and Building Standards online forms will be included as part of this programme.
Planning and Building Standards calls to Customer Hub	General enquiry calls will be handled initially by the Customer Hub. Helpdesk Planners and Building Standards surveyors will then be responsible for call backs or responding to email enquiries	By end of April 2017.

	and in due course requests for information received through the online forms.	
Planning and Building Standards - quick guides	Short guides for use by customers will be produced to help with common enquiries such as replacement windows, house extensions and driveways.	First guides online end of March 2017
Planning and Building Standards web content review	A page-by-page review will be undertaken to ensure content remains customer focussed.	By end of March 2017
Online video guides	Short video guides will be produced to help customers understand aspects of the service such as how to find the weekly list of planning applications, how to check for protected trees, listed buildings and conservation areas.	First video guides online by end of March 2017
Knowledge Base	Online resource for customers based on common enquiries received.	The Knowledge Base remains a longer term aspiration for the service and discussions with the Transformational Change team to develop this will continue this year.

3.2 Planning and Building Standards service improvements will also undertake 'lean reviews' in relation to the handling of major planning applications and road construction consent. Changes to these processes will largely impact on internal processes to achieve efficiencies, but external customers will be made aware of any changes affecting them.

4. Measures of success

4.1 The Planning and Building Standards customer engagement strategy continues to evolve as part of the Council's customer transformation programme. Success will be measured through more customers accessing our online information and undertaking online transactions whilst increasing customer satisfaction.

5. Financial impact

5.1 There is no direct financial impact arising from this report. However, in line with the Council's Transformational Change programme there continue to be opportunities to improve the delivery of services with a focus on reducing costs.

6. Risk, policy, compliance and governance impact

6.1 There are no perceived risks associated with this report. The report has no impact on any policies of the Council.

7. Equalities impact

7.1 The Equalities and Rights Impact Assessment indicates the following:

- The proposals will enhance participation, influence and voice as they promote better online services available to all whilst still allowing scope for direct contact where this is still required. They also set out what service standards the customer can expect;
- There are no infringements of Rights under these proposals;
- There are no identified positive or negative impacts on the duty to eliminate unlawful discrimination, harassment or victimisation;
- The proposals promote the duty to advance equality of opportunity as they promote better and more accessible information systems which would benefit all whilst ensuring any groups who need bespoke advice still have access to this service;
- The proposal to ask customers to self serve online may affect some groups such as those with disabilities and those of a different race. However, the strategy states that a direct service will still be provided for those who need it; and
- The proposals promote the duty to foster good relations as they make clear the service standards that can be expected and so promote understanding.

8. Sustainability impact

8.1 The impact of this report in relation to the three elements of the Climate Change (Scotland) Act 2009 Public Bodies Duties has been considered, and the outcome is summarised below:

- The proposals in this report will have no impact on carbon emissions because the report deals with customer engagement;

- The proposals in this report will have no effect on the city's resilience to climate change impacts because the report deals with customer engagement;
- The proposals in this report will help achieve a sustainable Edinburgh because they promote they promote equality of opportunity by making services more easy to understand and accessible;
- The proposals in this report will help achieve a sustainable Edinburgh because they will assist the economic well being of the City by concentrating our resources where they will facilitate major development.

9. Consultation and engagement

9.1 As set out in the report to the Planning Committee on 8 December 2016, engagement will continue through events, meetings and surveys with our various customer groups.

10. Background reading/external references

10.1 Planning and Building Standards Customer Engagement Strategy and Service Charter
http://www.edinburgh.gov.uk/download/meetings/id/49102/item_71_planning_and_building_standards_customer_engagement_strategy_and_service_charter

10.2 Planning and Building Standards Customer Engagement Strategy – progress report and next steps, report to Planning Committee 8 December 2016

http://www.edinburgh.gov.uk/download/meetings/id/52715/item_81_-_planning_and_building_standards_customer_engagement_strategy_%E2%80%93_progress_report_and_next_steps

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11. Links

Coalition Pledges	**P15** - Work with public organisations, the private sector and social enterprise to promote Edinburgh to investors **P28** - Further strengthen our links with the business community by developing and implementing strategies to promote and protect the economic wellbeing of the city **P40** - Work with Edinburgh World Heritage Trust and other stakeholders to conserve the city's built heritage
Council Priorities	**CP5** - Business growth and investment **CP7** – Access to work and learning **CP8** – A vibrant, sustainable local economy **CP9** – An attractive city **CP12** – A built environment to match our ambition
Single Outcome Agreement	**SO1** - Edinburgh's economy delivers increased investment, jobs and opportunities for all
Appendices	None

Planning Committee

10.00am, Thursday, 2 March 2017

Short Stay Commercial Visitor Accommodation

Item number	7.2
Report number	
Executive/routine	Executive
Wards	All

Executive Summary

The purpose of this report is to meet the Planning Committee remit from 6 October 2016 for a further report on Short Stay Commercial Visitor Accommodation (SSCVA).

At its meeting on 6 October 2016, the Planning Committee considered a progress report and noted the current position in respect of action by the Planning Enforcement Service relating to SSCVA. It was also requested that the Executive Director of Place would submit a further update report on:

- the number of this type of properties in sensitive areas of the city;
- the categorisation (commercial or residential) of the properties in respect of waste collections etc; and
- any proposals being advanced in other cities to define this type of property in regards to commercial or non commercial.

This report also provides an update on the Council's enforcement action against this type of accommodation since the last update on 6 October 2016.

Links

Coalition Pledges	P21, P28, P44
Council Priorities	CP5, CP7, CP8, CP9, CP13
Single Outcome Agreement	SO1

EDINBVRGH
THE CITY OF EDINBURGH COUNCIL

Report

Short Stay Commercial Visitor Accommodation

1. Recommendations

1.1 It is recommended that Committee:

1.1.1 notes the current position in respect of action taken by Planning Enforcement relating to Short Stay Commercial Visitor Accommodation (SSCVA); and

1.1.2 notes that a standard definition of SSCVAs is not achievable as each case has to be assessed individually as to whether a change of use has occurred.

2. Background

2.1 Following the approval of Guidance for Businesses in December 2012, the Planning Committee considered whether SSCVA constitutes a material change of use in planning terms. The Committee considered that, in certain cases, it could. Accordingly, the non-statutory Guidance for Businesses was amended in February 2013 to incorporate the relevant criteria for assessing whether a residential property had undergone a change of use to a SSCVA.

3. Main report

Overview of the current situation

3.1 Edinburgh has a history of short stay letting due to its popularity as a tourist destination and the presence of the festivals. These types of properties are advertised through a variety of letting agencies, private advertisements, websites and word of mouth. Consequently, information on their extent is difficult to gather. However, the rise to prominence of Airbnb and the public availability of its data helps to provide an indication of the current situation in Edinburgh. The data highlights the location of properties, length of time they are available for let and whether the entire apartment is available. A visual representation of this is shown in Appendix 1.

3.2 The data shows 6,273 properties in Edinburgh listed through Airbnb from January 2012 to July 2016. Of these, 3,432 (54.7%) are for entire properties, of which 2,043 (59.5%) were available for over 90 days a year. However, it should be noted that

there is no current designation of sensitive areas in respect of SSCVAs and exact figures are therefore not available as requested by Committee.

3.3 Entire properties available as SSCVA for a significant proportion of the year indicate that the property is no longer used as a primary residence. A property primarily operating as SSCVA is potentially a commercial business which could require planning permission for a change of use. However, as outlined in the Guidance for Businesses, other factors such as the size of the property and the pattern of activity associated with the use will be material factors in determining whether a change of use has occurred.

3.4 The location of properties in Appendix 1 shows a concentration in the city centre towards Leith and the Southside. A larger concentration of properties available for over 90 days is concentrated in the city centre, with entire properties available for shorter periods dispersed across the city.

3.5 The concentration of properties in certain areas may bring issues relating to housing supply, noise and community cohesion. However, the designation of areas as 'sensitive' in relation to SSCVA risks underestimating the impact a single property may have on neighbours and, in the longer term, risks simply moving SSCVA outwith any designated areas.

Categorisation of identified properties

3.6 Appendix 2 shows the 1,543 properties listed as Commercial Visitor Accommodation on the Valuation Roll in December 2016. With 2,043 properties on Airbnb alone, and available for more than 90 days a year, the valuation roll figure would appear at first sight to be an under-representation. If SSCVA properties not on the valuation roll are operating commercially, then a change of use in planning terms may have occurred. These properties would be no longer contributing to the housing supply.

3.7 The problem is that the planning definition of a commercial use is different from the Assessor's definition, and just because a property is rented out for commercial gain, does not mean it is not in residential use. Each case has to be assessed on its own merits as to whether a change of use has occurred and whether action needs to be taken. For this reason it is not proposed to have a standard Council definition of SSCVAs.

Approach by other cities

3.8 Cities in the UK, Europe and beyond are taking measures to manage the unintended consequences of an increased use of Airbnb and other websites that enable SSCVA. Appendix 5 includes a summary of approaches to distinguishing between commercial and non commercial use. This need to manage SSCVA is linked to a shortage of affordable housing for residents and high demand for tourist accommodation.

3.9 A common theme is to use the number of days an entire property is let as an indicator of non-commercial or commercial use. The number of days used as an indicator ranges from 120 days in Paris to 60 days in Amsterdam. Glasgow does not give a definitive number of days but states that where a property is being used principally to provide short-stay accommodation, this may constitute a material change of use. The number of days an entire property is available to let indicates how often the property is used as a permanent residence and whether it can still be considered part of the housing supply.

3.10 Some cities consider all short-term lets of entire properties as constituting a change of use. In Amsterdam lets of fewer than seven days, in residential properties, are prohibited as they consider this type of let only appropriate for hotels and bed and breakfast which would constitute a change of use. Property owners in Berlin require a permit to provide SSCVA if over 50% of the property is to be leased. In San Francisco all those who lease property as SSCVA are required to have a Business Registration Certificate and anyone who earns rent from a short–term residential rental is considered to be operating a commercial business.

Waste

3.11 How waste generated from SSCVA is handled will vary depending on whether the use is classed as commercial or non-commercial. Commercial waste is defined as that which is generated by a business regardless of size. This includes those businesses which operate out of a shop, office, restaurant or home. The owner of the commercial business must organise the collection of waste from a licensed waste carrier.

3.12 Determining whether a SSCVA is generating commercial or non-commercial waste will depend on whether a change of use has occurred, irrespective of size or amount of waste produced. Ensuring waste is managed appropriately will ensure commercial SSCVA properties are operating consistently with traditional tourism business models.

3.13 Waste and cleansing services have highlighted the difficulty in enforcing compliance with trade waste regulations for SSCVA properties. This is a particular problem when isolated households are using their property for commercial letting, such as those operating through Airbnb, as the collector will be unaware whether the waste is residential or SSCVA waste.

Parking

3.14 Any visitors using SSCVA are subject to the city's parking regulations. Appendix 3 shows the location of Airbnb properties within Controlled Parking Zones and Priority Parking Areas. Permits are available in these areas and a different type of permit is available for visitor parking which is more restrictive than residents parking permits.

3.15 Visitor Parking Permits are required to be purchased by a permanent resident of the zone. One permit lasts for 90 minutes of parking in permit holders or shared use parking spaces or the full controlled period in a Priority Parking Area place. In Controlled Parking Zones, permits are limited to 150 permits per year, or in Parking Priority Areas, limited to 30 permits per year.

Neighbourhood Plans

3.16 A review of neighbourhood plans across Edinburgh identified priorities and actions linked to SSCVA. The city centre is one of the densest areas for SSCVA. Actions identified support encouraging people to visit and spend time in the city centre. Where antisocial behaviour does occur there must be a clear mechanism in place to raise issues.

Local Community Plan	Priority	Action
City Centre	Support the city centre economy	Encourage people to visit and shop in all areas of the city.
	Helping people feel safe in the city centre	Look at positive ways to reduce antisocial behaviour. Make it easier to report issues.

3.17 The City of Edinburgh Council (CEC) has published advice for residents online for reporting issues associated with SSCVA. This includes noise, antisocial behaviour and too many people staying in one property. If these problems occur, the issue can be reported to the local neighbourhood office who will carry out an investigation and, where necessary, take action to resolve the situation.

Student Housing

3.18 Appendix 4 shows purpose-built student housing available to let during the summer months. These are mainly located outside the city centre in the Southside, Leith and Fountainbridge. The use of these student residences in summer equates to 35 buildings and provides a combined number of 8,479 beds.

3.19 Where student accommodation is let out for SSCVA uses over the summer months, this is unlikely to result in a change of use. The lease of student accommodation over the summer is used for a number of purposes including:

- students who remain in Edinburgh over the summer; and
- providing additional accommodation required for the Summer Festivals.

3.20 The main purpose of the accommodation throughout the year remains student accommodation. The use of the apartments as SSCVA over the summer months is unlikely to have a detrimental impact on the amenity of an area or loss of units from the housing supply.

3.21 If student accommodation is no longer being used as it was intended, and a change of use to residential accommodation is required, Policy Hou 6 Affordable Housing of the adopted Local Development Plan will apply. This requires conversions of 12 or more units to include provision for affordable housing. This amounts to 25% of the total number of units proposed.

Tourism

3.22 The Edinburgh Tourism Strategy 2020, prepared by the Edinburgh Tourism Action Group (ETAG), targets an increase in the number of overnight trips to Edinburgh of 680,000 per year by 2020. To reach this additional capacity, ETAG anticipates further development in the hotel industry and the continued rise in the use of Airbnb and other home sharing websites.

3.23 While the Strategy anticipates the further growth in Airbnb, the report acknowledges the challenges this brings. As well as the increasing impact on amenity and housing supply, ETAG highlights the challenges the growth of Airbnb will pose to traditional tourism business models. To mitigate the impact on traditional tourism business models, it is important that SSCVA properties, operating as quasi hotels or commercial businesses, are paying the correct property and business taxes. This will help tourism models operate on a level playing field.

Enforcement Action

3.24 The previous update to the Planning Committee (6 October 2016) stated there were ten SSCVA enforcement cases pending. Between August and December 2016, a further 11 cases were opened and 11 cases closed. A list of cases closed, together with the reasons for closing is detailed in Appendix 6.

3.25 There are currently 11 SSCVA enforcement cases pending consideration. The progress of each of these cases is recorded in the table at Appendix 7. When investigating SSCVA, officers use site visits, speak to neighbours and owners and carry out online research to inform their analysis.

3.26 Of the 11 cases closed, one was subject to an Anti-Social Behaviour Order (ASBO). One other case was taken to appeal where the reporter gave general support to the Council's Guidance for Businesses in assessing whether there was a change of use.

4. Measures of success

4.1 The Council's performance in dealing with cases of SSCVA results in a decline in the particular problems associated with such uses, in a decline in the number of complaints about such activity, and in successful outcomes for the Council in any appeal or court proceedings.

5. Financial impact

5.1 If more properties were defined as SSCVA with the appropriate planning permissions, there could be benefits to the city in terms of increased rates and re-alignment of waste resources.

6. Risk, policy, compliance and governance impact

6.1 There is no impact on risk, policy, compliance and governance impact arising from this report.

7. Equalities impact

7.1 The impact of better regulation of SSCVA on the amenity of areas and the city's housing supply could aid in tackling some of the inequalities caused by the overstretched housing market in Edinburgh.

8. Sustainability impact

8.1 The impacts of this report in relation to the three elements of the Climate Change (Scotland) Act 2009 Public Bodies Duties have been considered. Relevant Council sustainable development policies have been taken into account. This review of the operation of SSCVA will have no adverse impacts on carbon emissions, the city's resilience to climate change impacts, achieving a sustainable Edinburgh in respect of social justice, economic wellbeing or good environmental stewardship.

9. Consultation and engagement

9.1 No formal public consultation has taken place as part of this report. However, there is regular contact and communication with community groups and other interested parties with regard to enforcement cases. Internal consultations have taken place with planning and building standards, waste services, parking, localities and community safety.

10. Background reading/external references

10.1 Annual Review of Guidance, report to Planning Committee, 28 February 2013
10.2 Minutes of Planning Committee, 28 February 2013, Item 3
10.3 Minutes of Planning Committee, 5 December 2013 Item 5.1
10.4 Minutes of Development Management Sub Committee, 14 May 2014, Item 4.2
10.5 Minutes of Planning Committee, 7 August 2014, Item 6.1
10.6 Minutes of Planning Committee, 6 August 2015, Item 7.2
10.7 Minutes of Planning Committee, 6 October 2016, Item 7.1

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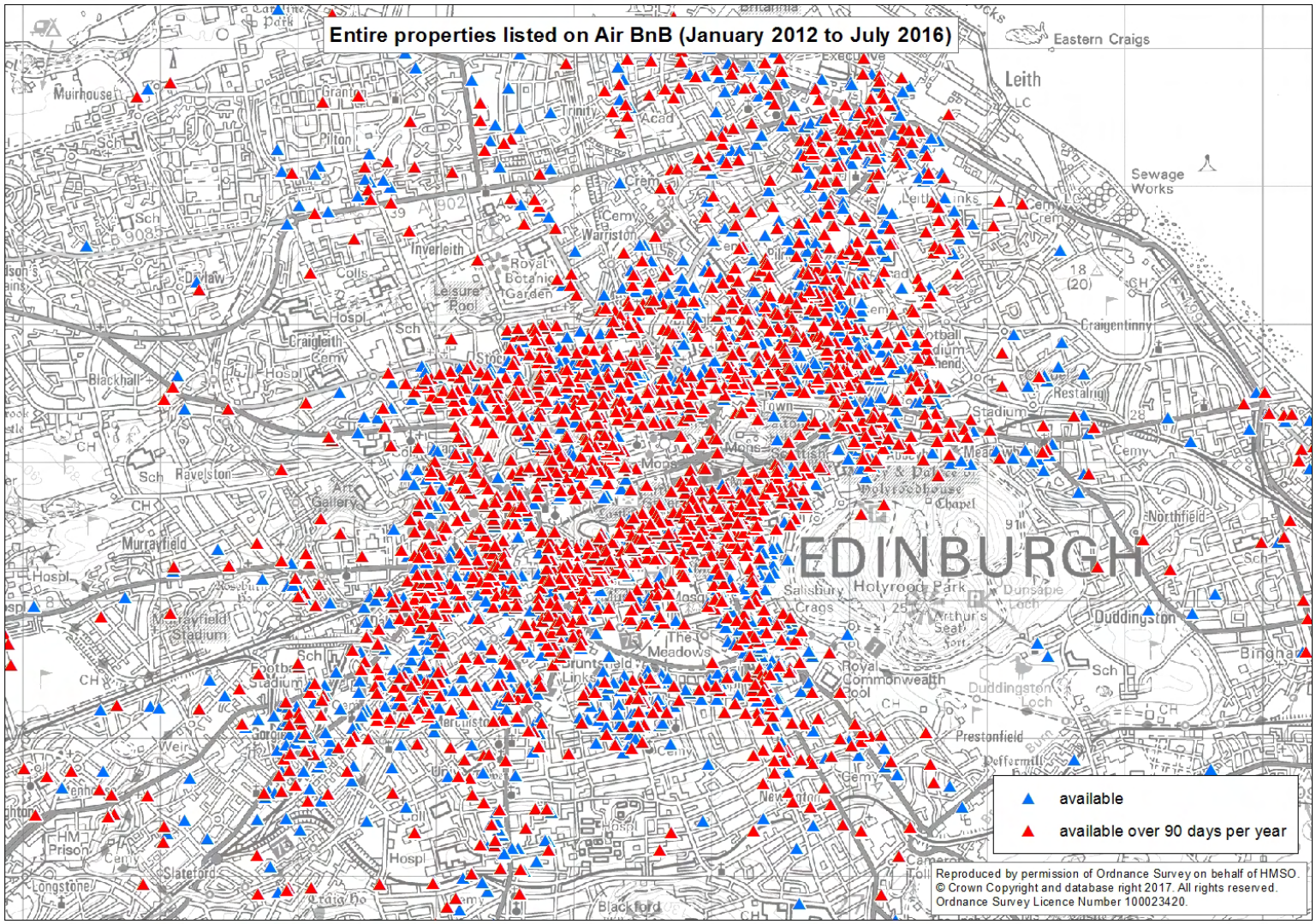
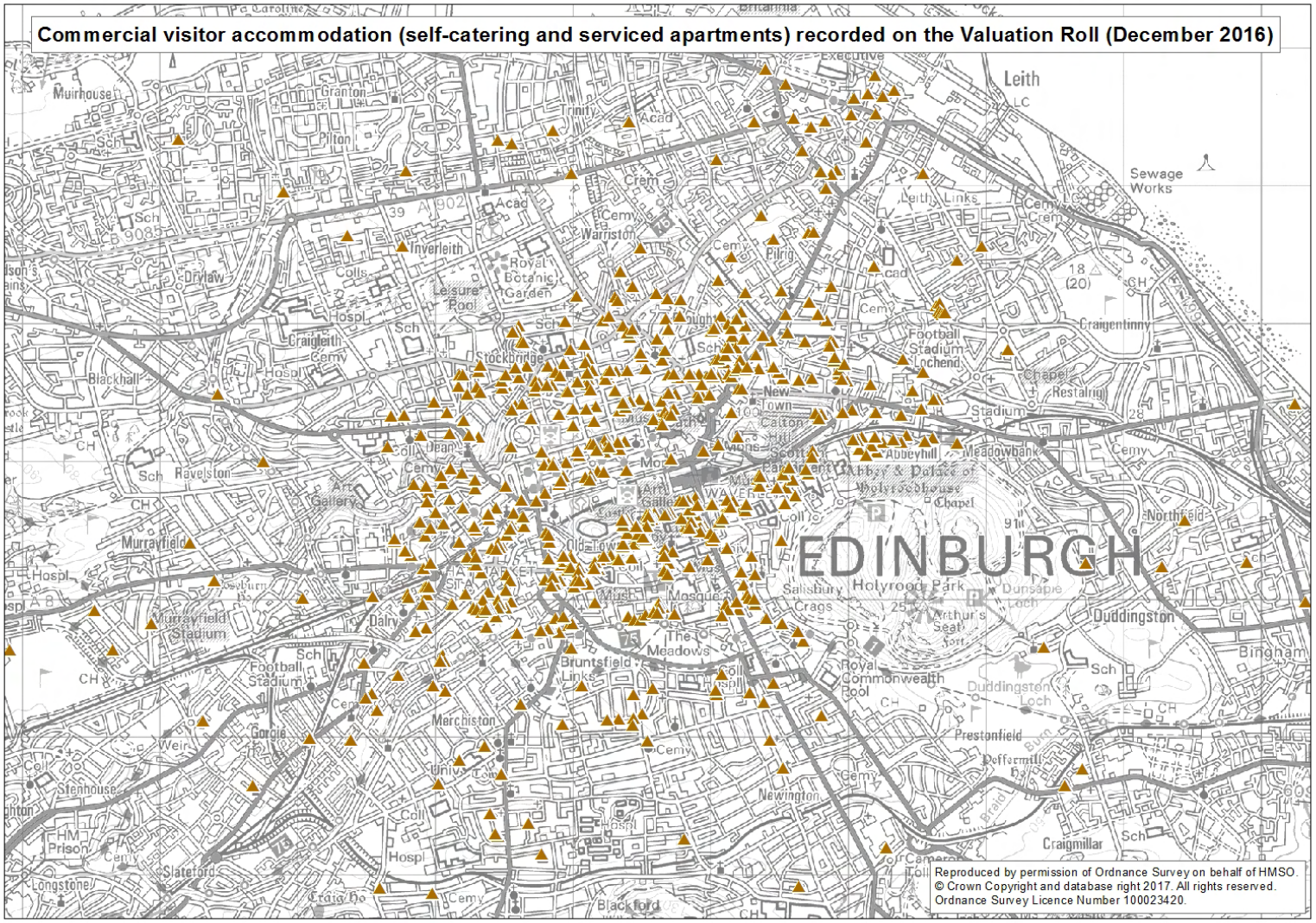
11. Links

Coalition Pledges	**P21** - Consult further on the viability and legality of a transient visitor levy **P28** - Further strengthen our links with the business community by developing and implementing strategies to promote and protect the economic wellbeing of the city **P44** - Prioritise keeping our streets clean and attractive
Council Priorities	**CP5** – Business growth and investment **CP7** – Access to work and learning **CP8** – A vibrant, sustainable local economy **CP9** – An attractive city **CP13** – Transformation Workforce Citizen and partner engagement Budget
Single Outcome Agreement	**SO1** - Edinburgh's economy delivers increased investment, jobs and opportunities for all
Appendices	**Appendix 1** – Entire Proposed Listed on Airbnb **Appendix 2** – Short Stay Accommodation Registered as a Commercial Business **Appendix 3** - Entire Airbnbs within Controlled Parking Zones or Priority Parking Areas **Appendix 4** - Purpose Built Student Accommodation Available to Let in Summer **Appendix 5** - Other Cities Approach to Categorising SSCVA **Appendix 6** - Short Stay Commercial Visitor Accommodation Cases Closed Aug – Dec 2016 **Appendix 7** - Short Stay Commercial Visitor Accommodation Cases Pending Aug – Dec 2016

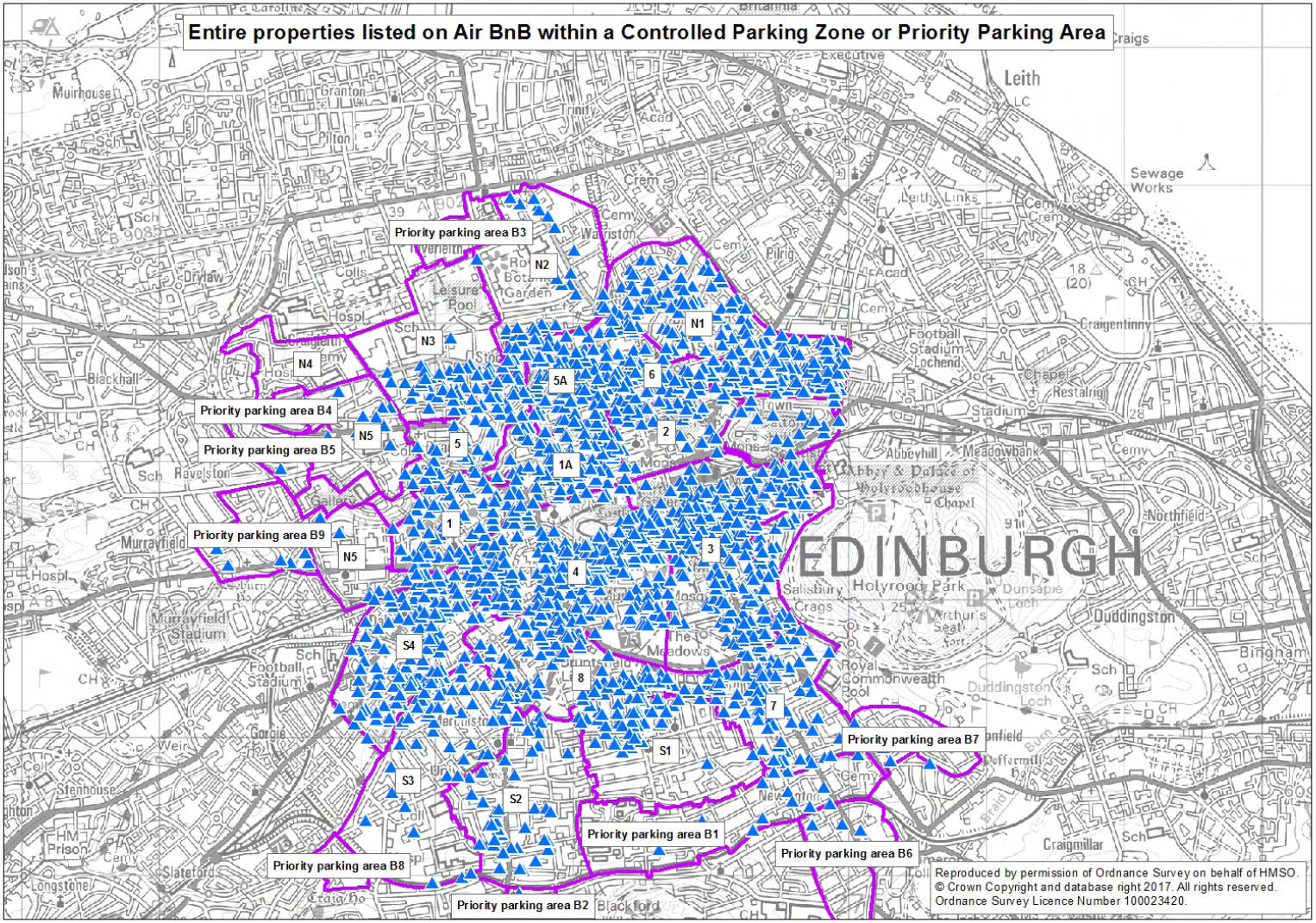
Appendix 1 – Entire properties listed on Airbnb



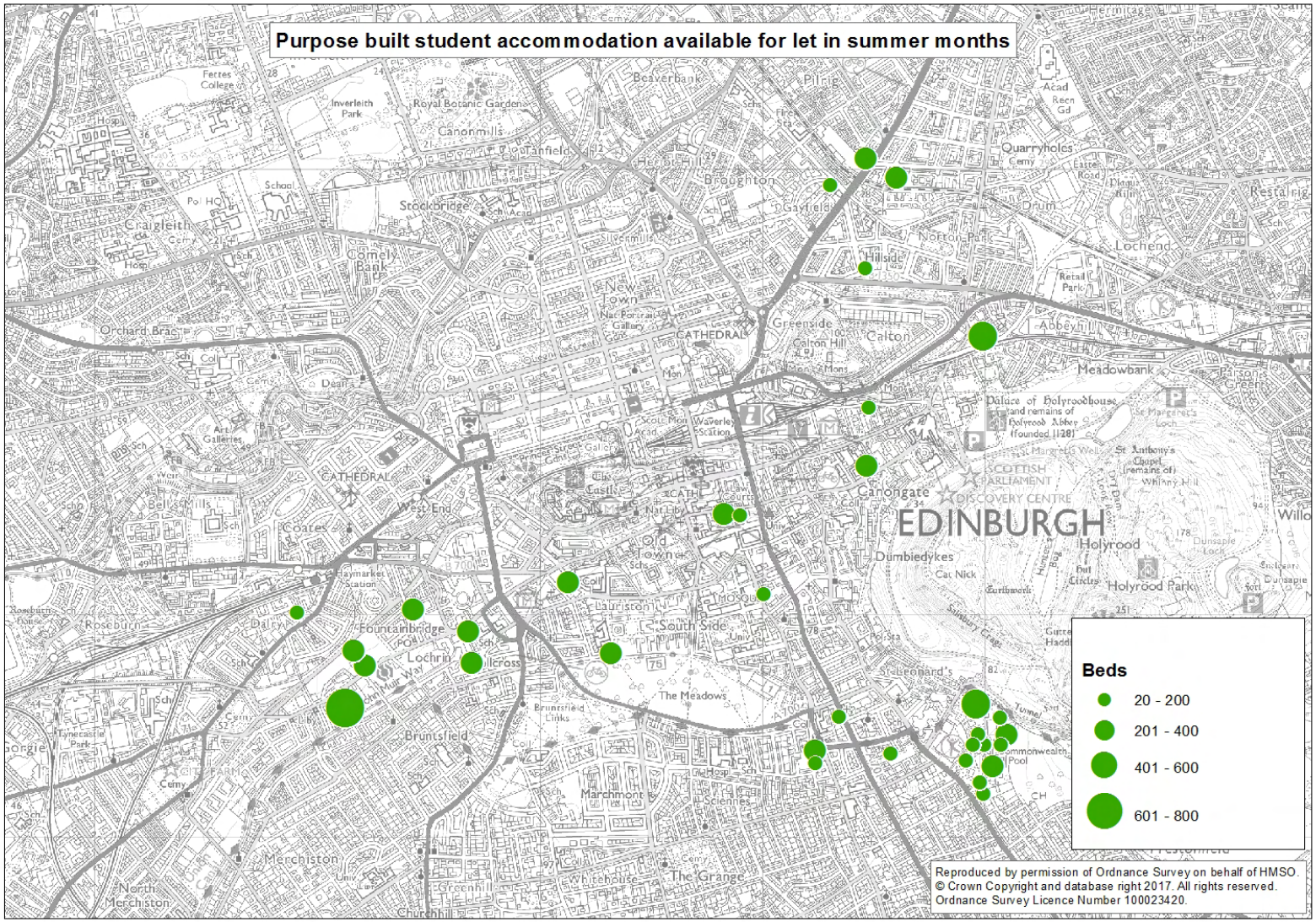
Appendix 2 Short stay accommodation recorded as a commercial business



Appendix 3 Entire Airbnbs within Controlled Parking Zones or Priority Parking Areas



Appendix 4 Purpose built student accommodation available to let in summer



Appendix 5 Other Cities Approach to Categorising SSCVA

City	Source	Determining Commercial/Non Commercial
Glasgow	RES 8 - Short-Stay Serviced Apartments Supplementary Guidance 10: Meeting Housing Need, page 12, Short Stay Serviced Accommodation	Dwellinghouses remains in use as a house whether it is the sole or main residence of the occupants or not. This sets a context that a house being used on a short-term basis does not constitute a change of use, irrespective of the frequency of changes in household. Therefore, short-stay use within a house will not be deemed to require planning permission provided that it is occupied by a single household as defined in Class 9. Where a flat is being used principally to provide short-stay accommodation, there may be a material change of use. In determining whether a proposed short-stay use would constitute a change of use, the Council will take account of the nature of services provided, such as cleaning or laundry, the size and context of the property and the frequency and length of short stays.
Amsterdam	http://www.iamsterdam.com/en/local/live/housing/rental-property/shortstay	Short stays of less than 7 days are prohibited in residential property. These visits are considered to be appropriate for hotels and bed and breakfasts and would be considered as a commercial use of a residential property. Some home exchange during holidays etc is allowed but it must be clear that the property is not being rented for money on a regular basis for short periods (60 days per year limit). To let a house out for a short stay if between 7 days and 6 months requires a permit and is considered a change of use. The number of permits is restricted to 10% of a district's housing supply and affordable housing tenants are not permitted to rent their homes as this would diminish the affordable housing supply for local residents.
Berlin	http://www.bbc.co.uk/news/technology-36185271 Law:	Berlin considers the short term lease of more than 50% of a residential unit as a commercial use. To provide a short term lease a permit is required when: - Is used for the purpose of the repeated rental of a holiday apartment or a tourist accommodation, in particular a commercial room rental or the installation of sleeping places;

	Zweckentfremdungsverbot - prohibition of improper use	- Is used for commercial or professional purposes; - Is modified in such a way that it is no longer suitable for residential purposes; - Is empty for more than six months The law in Berlin discourages the change of use from a residential property into a commercial property. To strengthen this, the ban on short term leases on guest flats without a permit has been imposed.
San Francisco	http://sf-planning.org/office-short-term-rental-registry-faqs (Transient Occupancy Tax 14%) (file:///H:/SF%20Biz%20Portal%20STR%20Guide%2007DEC16.pdf – Guide to Short Term Rental)	Residential properties can be let without planning permission up to a limit of 90 days per year if you obtain a Short-Term Residential Registration for an entire unit and unlimited number of days for partial unit. To be eligible to register you must: - You must be the permanent resident of the residential unit that you wish to rent short-term and can only register one unit. - You must obtain a San Francisco Business Registration Certificate from the San Francisco Business Portal. This Short-Term Residential Registration allows owners to advertise their unit on hosting platforms such as Airbnb and costs a fee. Anyone in San Francisco who earns rent from a short-term residential rental is considered a business and may owe taxes. You must obtain a Business Registration Certificate and pay applicable taxes to the local authority and register with the Office of Short-Term Rentals.
London (City of Westminster)	https://www.westminster.gov.uk/short-term-letting	If providing short term lets amounting to more than 90 nights per year cumulatively you will require planning permission for a Change of Use. A short term lease of less than 90 days per year does not require planning permission. This only applies to domestic properties paying Council Tax.
Manchester	file:///H:/8_Short_term_lets.pdf	Report from 2008 Committee includes options to address emerging problem of short term lets. Options include: • Planning conditions used to restrict use of new apartments to private dwellings; • Review of core strategy policies in relation to residential provision; and • Promoting local legislation.

Paris	http://qz.com/876984/airbnb-is-gradually-losing-one-of-its-biggest-advantages-over-hotels/ https://www.theguardian.com/travel/2016/mar/31/airbnb-in-paris-to-warn-hosts-over-illegal-listings	Paris and other cities in France regard the short term let of a property for more than 120 days per year a commercial property. Properties leased through Airbnb must also collect the same nightly tourist tax paid by hotels. To provide short term lease from your property for more than 120 days per must apply for a change of use permit and register it as a commercial property.
Reykjavik	http://grapevine.is/news/2016/06/05/new-airbnb-law-approved-by-parliament/	Residents can rent out their property for up to 90 days a year without needing an operation licence from the state. At the same time, the gross income from renting out their property cannot exceed 1 million ISK. If a renter exceeds the 90 day limit, or if their earnings from it exceed 1 million ISK, the county seat may opt to de-register the property's permit to operate as an AirBnB. Fines for offences can range from anywhere from 10,000 ISK up to 1 million ISK.

Appendix 6 Short Stay Commercial Visitor Accommodation Cases Closed Aug – Dec 2016

Case No	Address	Complaint	Status	Received Date	Date Case Decision	Date Case Closed	Number of Days	Ward	Reason for Closing
15/00296/ECOU	83 Dundas Street Edinburgh EH3 6SD	Alleged use of premises as an SSCLA	Closed	08/06/15	28/10/16	28/10/16	560.32	A11	Property advertised for short term let but no evidence found to suggest material change of use.
15/00307/ECOU	1F2 56 Lochrin Buildings Edinburgh EH3 9ND	Unauthorised change of use - flat to short stay commercial leisure accommodation	Closed	11/06/15	01/09/16	01/09/16	557.28	A10	Further investigations found no evidence of anti-social behaviour. Case closed. Enquirer advised situation has improved. Should further action

									need to be taken the enforcement notice remains in effect.
15/00640/ECOU	2F 17 Great Junction Street Edinburgh EH6 5HX	Alleged unauthorised use as short stay apartment (party flat).	Closed	04/12/15	14/09/16	14/09/16	381.47	A13	Anti-social behaviour notice served. No further planning action required.
16/00301/ECOU	3F1 28 Warrender Park Terrace Edinburgh EH9 1EE	Alleged unauthorised change of use - short stay commercial let.	Closed	16/06/16	06/10/16	06/10/16	186.52	A10	Long term tenants now living in the premises. No further action required
16/00421/ECOU	26 Old Tolbooth Wynd Edinburgh EH8 8EQ	Alleged unauthorised change of use - short stay commercial let.	Closed	09/08/16	01/09/16	01/09/16	132.20	A11	Advertised for short term lets during July/August only. Long term lets at other times.

									Concluded no material change of use.
16/00441/ECOU	PF2 12 Sylvan Place Edinburgh EH9 1LH	Alleged material change of use - short term commercial visitor accommodation.	Closed	17/08/16	10/10/16	10/10/16		A15	Let out during August for Festival but no evidence found of material change of use.
16/00492/ECON	2F2 29 Falcon Gardens Edinburgh EH10 4AR	Alleged material change of use - use of the property as short term commercial visitor accommodation.	Closed	08/09/16	29/09/16	29/09/16		A10	Advertised on Air B&B but no evidence of material change of use
16/00499/ECOU	2F3 24 Sloan Street Edinburgh EH6 8PH	Alleged material change of use - use of the property as short term commercial visitor accommodation	Closed	08/09/16	29/09/16	29/09/16		A12	Advertised on Air B&B but no evidence of material change of use

16/00508/ECOU	Flat 2 22 East Comiston Edinburgh EH10 6RZ	Alleged Change of Use from Flat to Short Stay Commercial Leisure Apartment.	Closed	13/09/16	28/10/16	28/10/16	97.40	A08	Advertised for short term lets but no evidence found to suggest a material change of use.
16/00513/ECOU	Flat 8 22 Newhalls Road South Queensferry EH30 9TA	Alleged Change of Use from Flat to Short Stay Commercial Leisure Apartment.	Closed	19/09/16	28/10/16	28/10/16	91.48	A01	Site inspection undertaken. Property let out on occasional basis. However level of occupancy or character of use not found to constitute a material change of use. Case closed.
16/00571/ECOU	Site 69	Use of student	Closed	21/10/16	24/11/16	24/11/16		A12	Flats found to

	Metres West Of 7 Shrub Place Edinburgh	flats as summer holiday lets (short stay accommodation)							be let to foreign students during summer months. No material change of use

Appendix 7 Short Stay Commercial Visitor Accommodation Cases Pending Aug – Dec 2016

Case No	Address	Complaint	Status	Received Date	Date Case Decision	Date Case Closed	Number of Days	Ward	Reason for Closing
14/00721/ECOU	2F1 5 Lauriston Park Edinburgh EH3 9JA	Alleged material change of use - use of the property as a short stay commercial leisure apartment.	PCO	06/11/14	06/11/14		77.34	A10	Met with owner who advised retrospective application to be submitted. Application has not been received. Notice to be served
15/00532/ECOU	3F2 19 Elgin Terrace Edinburgh EH7 5NW	Unauthorised use of flat as short stay accommodation .	PCO	17/09/15			459.29	A12	Further site visit carried out. No persons present. Further site visit needed.
16/00265/ECOU	Flat 7 14 East Parkside	Alleged unauthorised use of flat as	PCO	01/06/16			201.60	A15	Further site visit carried out. No

	Edinburgh EH16 5XL	short stay accomodation.							persons present. Further site visit needed.
16/00285/ECOU	Flat 14 6 Drummond Street Edinburgh EH8 9TU	Party Flat	PCO	08/06/16			194.57	A15	Served Planning Contravention Notice to gather information regarding the current use. Met with enquirer to identify problem flats. Further out of hours/weekend visits to be undertaken
16/00298/ECOU	Flat 11 51 Caledonian Crescent Edinburgh EH11 2AT	Alleged Unauthorised Change of Use to SSCLA	PCO	14/06/16			188.50	A07	Evidence properties in the block are advertised for short term lets. Further investigation needed to establish

									whether there is a change of use given nature of the block generally.
16/00394/ECOU	505 Webster's Land Edinburgh EH1 2RX	Party flat	PCO	04/08/16			137.40	A11	Property advertised as short term let but no evidence found of a material change of use. Case to be closed
16/00433/ECOU	1F1 4 Admiralty Street Edinburgh EH6 6JS	Use of residential flat as short stay serviced apartment.	PCO	15/08/16			126.37	A13	Contacted the owner. Site visit required.
16/00485/ECOU	3F1 42 Brunswick Street Edinburgh EH7 5JD	Alleged change of use of flat to short stay holiday let	PCO	08/09/16				A12	Joint officer site visit to be arranged.
16/00617/ECOU	3F2	Alleged change	PCO	03/11/16				A05	Site visit

	2 Comely Bank Street Edinburgh EH4 1BD	of use of flat to short stay holiday let							undertaken. Flat sale pending. Potential close.
16/00632/ECOU	Flat 3 24 Newhalls Road South Queensferry EH30 9TA	Alleged Change of Use from Flat to Short Stay Commercial Leisure Apartment	PCO	11/11/16				A01	Site visit undertaken but access could not be obtained. Formal request for access to be sent.