

Development Management Sub Committee

Wednesday 10 November 2021

**Application for Planning Permission 21/03505/FUL
at GF 23 Manor Place, Edinburgh, EH3 7DX.
Alterations to office building including change of rear garage
to office space, new windows and cladding to rear mews
building.**

Item number

Report number

Wards

B11 - City Centre

Summary

The proposal complies with the development plan and the relevant non-statutory guidelines. The proposal will preserve the character and appearance of the New Town Conservation Area and the character of the listed building and would not prejudice residential amenity or road safety. There are no material considerations which outweigh this conclusion.

Links

[Policies and guidance for this application](#)

LDPP, LEMP01, LEN01, LEN04, LEN06, LDES01, LDES12, LHOU07, LTRA02, LTRA03, NSG, NSGD02, NSLBCA, NSBUS, OTH, CRPNEW,

Report

Application for Planning Permission 21/03505/FUL at GF 23 Manor Place, Edinburgh, EH3 7DX. Alterations to office building including change of rear garage to office space, new windows and cladding to rear mews building.

Recommendations

1.1 It is recommended that this application be Granted subject to the details below.

Background

2.1 Site description

The property is a mid-terraced Georgian townhouse in the West End, built in 1825-35 by Robert Brown. It forms part of a category A listed terrace listed on 14.12.1970 ref.29297. It has a large, flat roofed, two storey, linked extension at the rear of the property. This extension fronts onto William Street North West Lane.

It is situated in the Edinburgh World Heritage Site.
This application site is located within the New Town Conservation Area.

2.2 Site History

24 March 2021 - Listed building consent and planning permission withdrawn for the change of use from office to a private members' club with accommodation. Internal and external alterations proposed - (21/00508/LBC, 21/00509/FUL)

Main report

3.1 Description of the Proposal

The application is for internal and external alterations. The proposed changes include:

Mews

- Alteration to the lower ground floor garages to form an office
- Replace garage doors with new aluminium window and doors
- Remove existing windows and replace with aluminium windows
- New sandstone ashlar cladding over the existing east elevation (Mews) wall
- Open up previous rooflights

- Lower Ground Floor
- Convert WC to form two shower rooms
- Alterations to remove changing room and replace with WC
- Take down wall to enlarge gym
- Form opening to connect the two buildings

Ground Floor

- Remove wall and ramp up floor to provide level access
- Remove existing toilets and fit new accessible WC

First Floor

- Form new slapping between breakout space/lounge and meeting room

Second Floor

- Add rooflight to front elevation
- Rear office to be converted to WCs

3.2 Determining Issues

Section 25 of the Town and Country Planning (Scotland) Act 1997 states - Where, in making any determination under the planning Acts, regard is to be had to the development plan, the determination shall be made in accordance with the plan unless material considerations indicate otherwise.

Section 59 of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 states that in considering whether to grant planning permission for development which affects a listed building or its setting, a planning authority shall have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses.

Section 64 of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 states - special attention shall be paid to the desirability of preserving or enhancing the character or appearance of the conservation area.

Do the proposals comply with the development plan?

If the proposals do comply with the development plan, are there any compelling reasons for not approving them?

If the proposals do not comply with the development plan, are there any compelling reasons for approving them?

3.3 Assessment

To address these determining issues, the Committee needs to consider whether:

- (a) the proposal is acceptable in principle;
- (b) the proposal will affect the character of the listed building;
- (c) the proposal will preserve or enhance the character and appearance of the conservation area;
- (d) the proposal will be detrimental to the amenity of neighbours and
- (e) any public comments raised have been addressed.

(a) Principle

The proposal involves the alteration of the rear lower ground floor garage to form an additional office area. The garage extension is part of the curtilage of the site and is an incidental function of its lawful use. In these circumstances, the change of the garage to office accommodation does not constitute a material change of use of the building or associated land.

b) Character of Listed Building

The Historic Environment Policy for Scotland (HEPS) outlines how we should undertake our collective duty of care whenever a decision in the planning system will affect the historic environment. There are three key areas which define how the historic environment should be understood, recognised and managed to support participation and positive outcomes, including "Managing Change" under policies HEP2, HEP3 and HEP4.

The Guidance on Listed Buildings and Conservation Areas presumes against any alterations that would seriously detract from the character of the listed building.

The existing rear extension is a two-storey modern structure that forms an unsympathetic addition to the area. The extension does not enhance the character of the listed building and forms an incongruous addition to the rear elevation.

The alterations to the rear propose aluminium framed windows, a new glazed entrance, the re-opening of previous rooflights and new cladding to the William Street North West Lane elevation. The cladding is to be finished in sandstone ashlar with darker sandstone edge details. Conditions have been attached to secure the type and form of the new stone and the type of rooflights to ensure the character of the building is not adversely affected. The proposed materials are high quality and would form a contemporary addition to the rear elevation of the building. It would be clearly read as a modern intervention within the building's historical narrative and would be a significant improvement on the character of the existing rear extension.

The proposed internal alterations would impact areas of secondary importance and would not result in any adverse effect to architectural or historic features. The proposed alterations do not involve works to internal spaces of significance or architectural merit; the rooms on the first floor are plainly decorated and the proposed opening between the meeting room and breakout space would not adversely affect the appreciation of the building's plan form.

The addition of a rooflight to the building's front elevation would have no adverse effect on its character.

The works would not adversely affect the historical or architectural character of the building and are acceptable.

Historic Environment Scotland has no objections to the proposals.

(c) Impact on the Conservation Area

Policy Env 6 of the LDP requires development proposals to preserve or enhance the character or appearance of the conservation area and is consistent with the relevant conservation character appraisal.

The New Town Conservation Area Character Appraisal summary states that the area is typified by the formal plan layout, spacious stone-built terraces, broad streets and an overall classical elegance. The buildings are of a generally consistent three storey and basement scale, with some four-storey corner and central pavilions.

The addition of a conservation rooflight to the front elevation of the building would follow the fenestration pattern of the Georgian building and would create a symmetrical addition to the elevation. The new rooflight would not be directly visible from the immediate streetscape and would not detract from the character of the conservation area.

The external alterations proposed to the rear would be restricted to the existing non-original two-storey extension facing towards William Street North West Lane. The structure is of little architectural and historical merit and does not positively contribute to the character of the conservation area. The alterations to the façade would use sandstone ashlar with darker sandstone edge details and would introduce a modern and high-quality elevation that would in turn enhance the character of the existing structure. The proposed design and use of high-quality materials would provide a distinct and sympathetic contrast with the simple detailing of the Georgian architecture of the surrounding historic properties.

The proposal would not have a detrimental effect on the character or appearance of the New Town Conservation Area or the Edinburgh World Heritage Site and complies with LDP Policy Env 6.

(d) Impact on Neighbouring Amenity

LDP Policy Des 5 (Development Design - Amenity) states that planning permission will be granted where it is demonstrated that the amenity of neighbouring developments is not adversely affected and that future occupiers have acceptable levels of amenity in relation to noise, daylight, sunlight, privacy or immediate outlook.

LDP Policy Des 12 (Alterations and Extensions) of the adopted Edinburgh Local Development Plan states that planning permission will be granted for alterations and extensions to existing buildings which 'in their design and form, choice of materials and positioning are compatible with the character of the existing building and will not be detrimental to neighbourhood amenity and character'.

The application is for a modest increase in office space to the rear of the building; it would not create an intensification of the lawful use and would not have a detrimental impact on the amenity of neighbours. The proposal would not exacerbate anti-social activity within the area.

The proposal would not result in the loss of daylight or sunlight to neighbouring properties, as there are no significant external changes which would result in any adverse impact on amenity.

In terms of privacy, the north and south facing windows on the rear extension already overlook neighbouring gardens and parking areas. The proposed replacement of these windows with matching units would not create any further impact on existing privacy and overlooking of these areas..

The re-opening of rooflights on the flat roof would result in the east elevation of 21 and 25 Manor Place being visible from within the building. However, whilst the distance between the windows to the rear of the neighbouring buildings and those proposed on the roof would be less than 18 metres, any user of the office would have to look at an upward angle to view the windows of neighbouring buildings. In such circumstances, the impact on privacy would be acceptable.

The proposed alterations would not result in an unacceptable loss of neighbouring amenity in terms of daylight, overshadowing or overlooking. The proposal complies with LDP policies Des 5 and Des 12 in terms of neighbouring amenity.

(e) Public comments

The application has received 32 letters of representation, all objecting to the proposal.

Material Considerations

- Impact on the listed building - addressed in section 3.3(b);
- Impact on the conservation area - addressed in section 3.3(c);
- Impact on residential amenity - addressed in section 3.3(cd of the assessment;
- Increase in anti-social behaviour - addressed in section 3.3(d);

Non-Material Considerations

- The increase in office space would have a negative impact on pollution levels - the proposal is not for a change of use and is not relevant to this planning application.
- Maintenance of the building - not relevant to planning process. This would be a civil matter;
- Impact from building works - not relevant to planning process.
- Increase in fire risk - not relevant to planning applications. This would be addressed through the building warrant process;
- Impact on security of area - not relevant to this planning application.
- Negative impact from rear advertisement logo - this element does not form part of this application.
- The commercial use is inappropriate in this area -the proposal is not for a change of use and is not relevant to this planning application.
- The proposal would impact the provision of parking - the proposal is not for a change of use and is not relevant to this planning application.
- The proposal would have a negative impact on waste - not relevant to this planning application.

It is recommended that this application be Granted subject to the details below.

3.4 Conditions/reasons/informatives

Conditions :-

1. The main walling shall be laid in fine grained yellow/pink Cop Crag sandstone and Elswick grey for the edge band.
2. Details of the new rooflights to be installed within the rear extension shall be submitted for approval by the Planning Authority prior to the commencement of works.

Reasons:-

1. In order to safeguard the character of the statutorily listed building.
2. In order to safeguard the character of the statutorily listed building.

Informatives

It should be noted that:

1. The works hereby permitted shall be commenced no later than the expiration of three years from the date of this consent.
2. No development shall take place on the site until a 'Notice of Initiation of Development' has been submitted to the Council stating the intended date on which the development is to commence. Failure to do so constitutes a breach of planning control, under Section 123(1) of the Town and Country Planning (Scotland) Act 1997.
3. As soon as practicable upon the completion of the development of the site, as authorised in the associated grant of permission, a 'Notice of Completion of Development' must be given, in writing to the Council.
4. This consent is for planning permission only. Work must not begin until other necessary consents, e.g. listed building consent, have been obtained.

Financial impact

4.1 The financial impact has been assessed as follows:

Risk, Policy, compliance and governance impact

5.1 Provided planning applications are determined in accordance with statutory legislation, the level of risk is low.

Equalities impact

6.1 The equalities impact has been assessed as follows:

The application has been assessed and has no impact in terms of equalities or human rights.

Sustainability impact

7.1 The sustainability impact has been assessed as follows:

This application is not subject to the sustainability requirements of the Edinburgh Design Guidance.

Consultation and engagement

8.1 Pre-Application Process

There is no pre-application process history.

8.2 Publicity summary of representations and Community Council comments

Thirty Two objection comments have been received.

Background reading/external references

- To view details of the application go to
- [Planning and Building Standards online services](#)
- [Planning guidelines](#)
- [Conservation Area Character Appraisals](#)
- [Edinburgh Local Development Plan](#)
- [Scottish Planning Policy](#)

**Statutory Development
Plan Provision**

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Do the proposals comply with the development plan?

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Date registered 28 June 2021

Drawing numbers/Scheme 01-06,

Scheme 1

David Givan
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PLACE
The City of Edinburgh Council

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Links - Policies

Relevant Policies:

Relevant policies of the Local Development Plan.

LDP Policy Emp 1 (Office Development) identifies locations and circumstances in which office development will be permitted.

LDP Policy Env 1 (World Heritage Site) protects the quality of the World Heritage Site and its setting.

LDP Policy Env 4 (Listed Buildings - Alterations and Extensions) identifies the circumstances in which alterations and extensions to listed buildings will be permitted.

LDP Policy Env 6 (Conservation Areas - Development) sets out criteria for assessing development in a conservation area.

LDP Policy Des 1 (Design Quality and Context) sets general criteria for assessing design quality and requires an overall design concept to be demonstrated.

LDP Policy Des 12 (Alterations and Extensions) sets criteria for assessing alterations and extensions to existing buildings.

LDP Policy Hou 7 (Inappropriate Uses in Residential Areas) establishes a presumption against development which would have an unacceptable effect on the living conditions of nearby residents.

LDP Policy Tra 2 (Private Car Parking) requires private car parking provision to comply with the parking levels set out in Council guidance, and sets criteria for assessing lower provision.

LDP Policy Tra 3 (Private Cycle Parking) requires cycle parking provision in accordance with standards set out in Council guidance.

Relevant Non-Statutory Guidelines

Non-Statutory guidelines Edinburgh Design Guidance supports development of the highest design quality and that integrates well with the existing city. It sets out the Council's expectations for the design of new development, including buildings, parking, streets and landscape, in Edinburgh.

Non-statutory guidelines 'LISTED BUILDINGS AND CONSERVATION AREAS' provides guidance on repairing, altering or extending listed buildings and unlisted buildings in conservation areas.

Non-statutory guidelines 'GUIDANCE FOR BUSINESSES' provides guidance for proposals likely to be made on behalf of businesses. It includes food and drink uses, conversion to residential use, changing housing to commercial uses, altering shopfronts and signage and advertisements.

Other Relevant policy guidance

The New Town Conservation Area Character Appraisal states that the area is typified by the formal plan layout, spacious stone built terraces, broad streets and an overall classical elegance. The buildings are of a generally consistent three storey and basement scale, with some four storey corner and central pavilions.

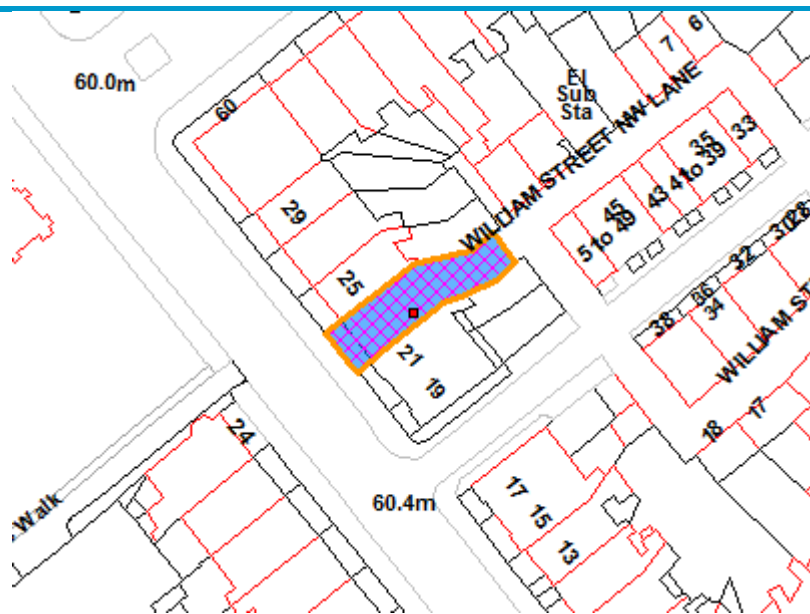
Appendix 1

**Application for Planning Permission 21/03505/FUL
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building.**

Consultations

Historic Environment Scotland
No objections.

Location Plan



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