



Business Centre G.2 Waverley Court 4 East Market Street Edinburgh EH8 8BG Email: [planning.support@edinburgh.gov.uk](mailto:planning.support@edinburgh.gov.uk)

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

Thank you for completing this application form:

ONLINE REFERENCE 100609743-001

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

## Applicant or Agent Details

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

☐ Applicant ☒ Agent

## Agent Details

Please enter Agent details

Company/Organisation:	Sorrell Associates		
Ref. Number:		You must enter a Building Name or Number, or both: *	
First Name: *	Jim	Building Name:	The Green House
Last Name: *	Sorrell	Building Number:	41
Telephone Number: *	0131 343 3643	Address 1 (Street): *	St Bernard's Crescent
Extension Number:		Address 2:	
Mobile Number:		Town/City: *	Edinburgh
Fax Number:		Country: *	Scotland
		Postcode: *	EH4 1NR
Email Address: *	jimsorrell@sorrellassociates.co.uk		

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

☐ Individual ☒ Organisation/Corporate entity

## Applicant Details

Please enter Applicant details

Title:	<input type="text"/>	You must enter a Building Name or Number, or both: *	
Other Title:	<input type="text"/>	Building Name:	<input type="text"/>
First Name: *	<input type="text"/>	Building Number:	<input type="text" value="19"/>
Last Name: *	<input type="text"/>	Address 1 (Street): *	<input type="text" value="Rutland Square"/>
Company/Organisation	<input type="text" value="Lochside Homes Ltd"/>	Address 2:	<input type="text"/>
Telephone Number: *	<input type="text"/>	Town/City: *	<input type="text" value="Edinburgh"/>
Extension Number:	<input type="text"/>	Country: *	<input type="text" value="Scotland"/>
Mobile Number:	<input type="text"/>	Postcode: *	<input type="text" value="EH1 2BB"/>
Fax Number:	<input type="text"/>		
Email Address: *	<input type="text" value="andrew.brittain@lochsideproperties.co.uk"/>		

## Site Address Details

Planning Authority:	<input type="text" value="City of Edinburgh Council"/>
Full postal address of the site (including postcode where available):	
Address 1:	<input type="text" value="6 WINDSOR STREET LANE"/>
Address 2:	<input type="text" value="HILLSIDE"/>
Address 3:	<input type="text"/>
Address 4:	<input type="text"/>
Address 5:	<input type="text"/>
Town/City/Settlement:	<input type="text" value="EDINBURGH"/>
Post Code:	<input type="text" value="EH7 5JZ"/>

Please identify/describe the location of the site or sites

Northing	<input type="text" value="674580"/>	Easting	<input type="text" value="326367"/>
----------	-------------------------------------	---------	-------------------------------------

## Description of Proposal

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

Change of use of mews dwelling (class 9) to short-term let visitor accommodation

## Type of Application

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

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

What does your review relate to? \*

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

## Statement of reasons for seeking review

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

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

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

Explained in the Appeal Statement

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

☐ Yes ☒ No

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

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

Drawing & Supporting Statement submitted with planning application; Decision Notice; Report of Handling; Appeal Statement; Land Use Plan; Welcome Pack for Guests; Greatbase Terms & Conditions (extract)

## Application Details

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

22/02463/FUL

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

09/05/2022

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

12/09/2022

## Review Procedure

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

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

☐ Yes ☒ No

Please indicate what procedure (or combination of procedures) you think is most appropriate for the handling of your review. You may select more than one option if you wish the review to be a combination of procedures.

Please select a further procedure \*

By means of inspection of the land to which the review relates

Please explain in detail in your own words why this further procedure is required and the matters set out in your statement of appeal it will deal with? (Max 500 characters)

A site inspection is advisable so that LRB members can appreciate the setting of the appeal property and the considerable disturbance caused to residential amenity by the vehicle repair workshops within the lane.

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

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

☒ Yes ☐ No

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

☒ Yes ☐ No

## Checklist – Application for Notice of Review

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

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

☒ Yes ☐ No

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

☒ Yes ☐ No

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

☒ Yes ☐ No ☐ N/A

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

☒ Yes ☐ No

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

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

☒ Yes ☐ No

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

## Declare – Notice of Review

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

Declaration Name: Mr Jim Sorrell

Declaration Date: 11/12/2022

**6 Windsor Street Lane  
Edinburgh EH7 5JZ**

---

**Appeal against the Decision by Officials  
of City of Edinburgh Council to Refuse  
Planning Permission for Application  
Reference 22/02463/FUL**

**Change of Use from Mews Dwelling to  
Short-Term Let Visitor Accommodation**

---

**Appeal Statement**

**For Consideration by Local Review Body**

On behalf of:

**Lochside Homes Ltd**

11th December 2022

**Sorrell Associates**  
planning | development | consultancy

The Green House  
41 St Bernard's Crescent  
Edinburgh EH4 1NR  
[www.sorrellassociates.co.uk](http://www.sorrellassociates.co.uk)

## CONTENTS

<u>Section</u>	<u>Page</u>
1. INTRODUCTION	3
2. POLICY ASSESSMENT	7
3. CONCLUSION	27

### DOCUMENTS REGARDING PLANNING APPLICATION 22/02463/FUL

- Application Form
- Drawing - Location Plan, Block Plan, Floor Plans
- Supporting Statement (Kenneth Reid Architects)
- Decision Notice - 12th September 2022
- Report of Handling

### DOCUMENTS SUBMITTED WITH THIS APPEAL

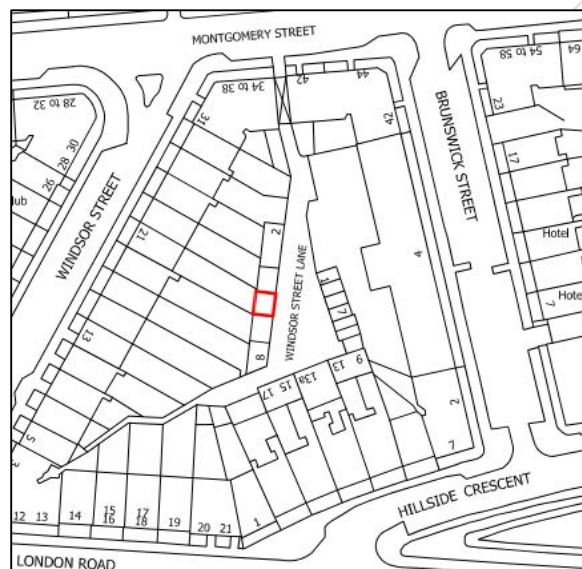
- Appeal Form
- Appeal Statement (this document)
- Land Use Plan
- Greatbase - Terms & Conditions (extract)
- Greatbase - Welcome Pack for guests

## SECTION 1 INTRODUCTION

1. This Appeal Statement supports the request by Lochside Homes Ltd (*'the applicant', 'appellant' or 'company'*) for the Local Review Body (*'LRB'*) of the City of Edinburgh Council (*'the Council'*) to review the refusal of planning permission by Council officials for the use of the mews house at 6 Windsor Street Lane (*'No6', 'the property' or 'the mews house'*) for short-term letting (*'STL'*).

### Property Context

2. The property is located in the London Road / Hillside area to the north-east of the city centre, a short distance from Leith Walk, St James Quarter and within the New Town Conservation Area.
3. Windsor Street Lane is a cul-de-sac accessed through a pend from Montgomery Street. It contains several mews houses and garages located within a block of surrounding properties on Windsor Street, Montgomery Street, Brunswick Street and Leopold Place/Hillside Crescent.



**Fig 1 - Location of the mews house in Windsor Street Lane**

4. The appeal property comprises a two-storey mews house with two-bedrooms. It was constructed by the appellant, along with its immediate neighbour at No4, as a pair of mews houses to replace a derelict two storey house and an adjacent gap site, the development being completed in June 2021 (planning consent 17/00890/FUL, as amended).
5. The lane includes some mews properties in residential occupation including No4 and its immediate neighbour No2. However most of the mews buildings and associated garages are used as workshops by a local car repair company and this automotive use dominates the overall character of the lane.
6. The appellant had initially sought to sell No6 but there was limited interest which they believed was due to the busy nature of the lane and the lack of amenity space which has become a



particular requirement for purchasers in the post-Covid period.

7. The company therefore took the view that both the location and the property are ideally suited for short-term letting and has used No6 for this purpose since summer 2022.



**Fig 2 - the redeveloped mews house at No6 (left) and its neighbour No4 (right) facing onto the lane**

8. The property is a two-storey mews house, stone finished with slated pitched roof and timber windows. Its two-bedrooms are both on the ground floor, the first floor provides an open plan kitchen/living/dining space with a small additional mezzanine level in the roof space above. The property has a total floor area of 90sqm (excluding the restricted height area within the mezzanine).
9. The property is single aspect with windows facing the lane, supplemented by rooflights giving additional natural light to the mezzanine and first floor space. This ensures there is no impact on the privacy of residents in properties to the rear on Windsor Street.

### **Planning Application Refusal**

10. The requirement to secure planning permission for STL use has been consolidated by the introduction of Edinburgh's Short Term Let Control Area ('STLCA') and is also necessary in context of the Council's new licensing regulations.
11. A planning application was submitted by the appellant's project architect on 9<sup>th</sup> May 2022. This included a location plan, site plan, floor plan layout & Supporting Statement, and was registered by the Council under reference 22/02463/FUL.
12. The decision to refuse planning permission was made by planning officials under delegated powers. A decision notice was issued on 12<sup>th</sup> September 2022 with a single reason for refusal:

*'1. The proposal is contrary to the Local Development Plan Policy Hou 7 in respect of inappropriate Uses in Residential Areas, as the use of the property as a short stay let will have a materially detrimental effect on the living conditions and amenity of nearby*

*residents.'*

13. The appellant is provided opportunity to seek a review of this decision by the Council's Local Review Body ('LRB') and has appointed Sorrell Associates to represent them. The Notice of Review has been lodged within the required three-month timeframe from the date of refusal, in this case 11<sup>th</sup> December 2022, and the justification on the appellant's behalf is set out in this Appeal Statement.
14. The Report of Handling written by planning officials which accompanied the decision notice refers to various matters which they regard as justifying the refusal:
  - The nature and size of the property has scope to accommodate eight or more guests
  - Guests would arrive and stay in a manner dissimilar to permanent residents
  - Guests would come and go frequently throughout the day and night, and have less regard for neighbours' amenity than long standing residents
  - Noisy vehicle repair activity during the day ceases during evenings when residents would be accustomed to low ambient noise
  - Guests would congregate in the lane to socialise, smoke and drink causing noise & disturbance of a level & frequency different to which residents are accustomed
  - There would be significant potential for noise and disturbance causing material detriment to the living conditions of residents both in the lane and surrounding streets
15. The appellant fundamentally disagrees with the opinion of the officials and these matters are discussed below in Section 2.
16. The members of the LRB panel are respectfully requested to consider the case put forward, to overturn the officers' decision and to grant planning permission on the basis that:
  - the STL use makes a positive contribution to the provision of visitor accommodation in the city,
  - it is compatible with the character of the lane & the surrounding area,
  - causes no undue detriment to the residential amenity of neighbours and
  - generates increased custom for local businesses.

### **Planning Policy Context**

17. Section 25 of the Town and Country Planning (Scotland) Act 1997 requires that:  
*'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.'*

18. The development plan comprises the Edinburgh & South-East Scotland Strategic Development Plan ('SESplan') and the Edinburgh Local Development Plan ('the LDP').

19. **SESplan** addresses strategic considerations and it is relevant to note its support for the visitor economy and tourism, particularly in promoting the role of Edinburgh City Centre.

20. **The Edinburgh Local Development Plan** also has an overarching narrative that supports the visitor economy and the need for visitor accommodation.

21. The LDP policy of principle importance to short-term letting proposals, as referenced in the reason for refusal, is Policy Hou7 - 'Inappropriate Uses in Residential Areas'.

*'Developments, including changes of use, which would have a materially detrimental impact on the living conditions of nearby residents, will not be permitted.'*

22. In light of other STL applications considered by the Council we also take into consideration the following:

- Planning appeal decisions
- Short-Term Let Licensing Policy approved by the Council's Regulatory Committee of 29 September 2022
- Draft Guidance for Short-Term Let Planning Guidance approved for public consultation by the Council's Planning Committee of 31 August 2022, but not yet approved
- Proposed City Plan 2030 which will replace the 2016 LDP, but not yet adopted

23. Heritage considerations - the appeal property is within the New Town Conservation Area and the New Town Gardens Inventory Gardens & Designed Landscape. All neighbouring properties fronting Montgomery Street, Windsor Street, Leopold Place and Hillside Crescent are also designated listed buildings.

24. As there are no physical alterations to No6, its use for STL purposes has a benign impact with regard to LDP Policy Env6 'Development in Conservation Areas', Env3 'Setting of Listed Buildings' and Env7 'Historic Gardens & Designed Landscapes'. This is acknowledged in the Report of Handling and so we do not address these matters further in this Appeal Statement.

25. Parking standards - there is no requirement for car parking or cycle storage for STLs in the Council's parking standards, so the application complies with LDP Policies Tra 2 'Car Parking' and Tra3 'Cycle Parking'. This is also acknowledged in the Report of Handling.

26. This Appeal Statement therefore focuses on the suitability of the STL use of No6 given the character of the area, the impact on residential amenity and economic benefits. As the use of the property is already established there is empirical evidence on which to make this assessment.

## SECTION 2 POLICY ASSESSMENT

27. Policy Hou 7 '**Inappropriate Uses in Residential Areas**' states:

*'Developments, including changes of use, which would have a materially detrimental impact on the living conditions of nearby residents, will not be permitted.'*

28. The sub text to Hou 7 at para 234 of the LDP explains the intention of the policy is:

- *'to preclude the introduction or intensification of non-residential uses incompatible with predominantly residential areas', and,*
- *'to prevent any further deterioration in living conditions in more mixed-use areas which nevertheless have important residential functions.'*

29. The relevance of Hou 7 to short-term residential letting is informed by the Council's 'Guidance for Businesses' (page 6). This was approved in 2012 and most recently updated in 2021. It states:

*'The change of use from a residential property to short term commercial visitor accommodation may require planning permission (and) in deciding whether this is the case, regard will be had to:*

- *The character of the new use and of the wider area*
- *The size of the property*
- *The pattern of activity associated with the use including numbers of occupants, the period of use, issues of noise, disturbance and parking demand, and*
- *The nature and character of any services provided.*

30. Regarding any impact on residential amenity of neighbours the Guidance states (page 7):

- *'Factors which will be considered include background noise in the area and proximity to nearby residents,*
- *The Council will not normally grant planning permission in respect of flatted properties where the potential adverse impact on residential amenity is greatest,*
- *Change of use in flatted properties will generally only be acceptable where there is a private access from the street'.*

31. In the determination of planning appeals four key areas identified by respective DPEA Reporters' have been referenced by council planning officials in Reports of Handling regarding subsequent applications:

- a) The location of the property, in particular whether it is part of a common stair shared by residents. Typically appeals are successful where the property has its own private access.
- b) The frequency of movement and likely disturbance for neighbours, and whether this is likely to be more than a full-time tenant occupying the flat. Generally the smaller the flat the less likelihood of disturbance to neighbours.

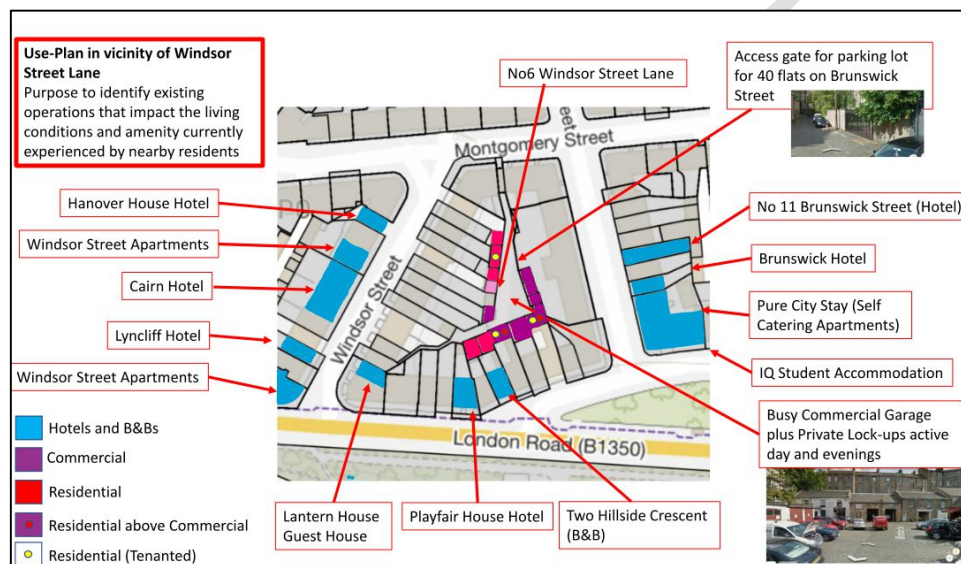
- c) The impact on the character of the neighbourhood. This often relates to the size of the property and whether anyone renting it for a few days is likely to shop or use services any differently from a long-term tenant.
- d) Whether neighbouring residents are already accustomed to a degree of ambient noise and disturbance from being located on a busy road, near shops or other commercial activities in the locality

32. Proposed amendments to the Council's Guidance for Business specifically for STL's were considered by the Planning Committee of 31 August 2022, which would introduce criteria including:
- STLs are likely to be supported in wholly commercial areas but unlikely to be supported in wholly residential areas, and a presumption against STLs in streets with a quiet nature, or in mixed residential / commercial areas
  - Increased potential for noise from higher guest numbers
  - calculation of a property's capacity to account for both the number & size of rooms
  - Very unlikely to support properties with shared access because activity of STL guests is irregular and affects other residents caused by arriving late at night, bumping suitcases, using washing machines during night
  - Only limited regard to be given to the ongoing management of a property
  - STLs with access to a private or communal garden not generally supported
33. The proposed criteria are clearly intended to be more stringent than the current guidance and to reduce the scope for STLs to be approved. In our view some of the criteria are unreasonable and should be amended.
34. At time of lodging this appeal this draft guidance is available for public consultation and is therefore subject to change in response to objections. As it is not yet approved we consider the guidance can only carry limited weight as a material consideration.
35. However, in case this guidance is approved by the time the LRB considers this appeal, we address some of the proposed criteria in our policy assessment below.
36. One particular matter is that the council's general approach to STLs is to presume that all STL guests will inevitably behave in a manner which is likely to cause disturbance to neighbours, even in circumstances where the STL, such as at No6, is well-managed to a high standard. In our view this prejudices the core principle of the planning system that 'every case should be considered on its own merits'.
37. We also disagree with the approach taken by the Council in determining STL applications to date in disregarding current good management practices on grounds this cannot be controlled by the Council in future, following the grant of planning permission. In our view the new licensing regulations provide the Council exactly this control, and should be taken into account as a material planning consideration. We refer to both these matters in more detail below.

38. Bearing in mind the statutory requirement to determine planning applications in accord with the development plan we have sought to distill all the above matters into the following considerations by which to address the acceptability of the STL proposal for No6.

## 2.1 STL Use Compatible with the Character of the Area

39. Policy Hou 7 precludes uses which are 'incompatible with predominantly residential areas' but the supporting text (para 234) and the Guidance for Businesses (page 6) confirm that the mix of uses in an area must be taken into account in establishing its character.
40. The appellant wishes the LRB to appreciate the high number of commercial uses in the immediate area, both in the surrounding streets and within the lane itself, from which the appeal property's situation should be regarded as having a 'mixed use' character. This is demonstrated by a land-use plan submitted with the appeal and reproduced below.



**Fig 3 - Land Use Plan of Windsor Street Lane and surrounding streets**

41. Character of the Surrounding Area - The surrounding street block comprises four storey tenements, seven storey flats and two storey townhouses which are mainly residential but include a large number of hotels, guest houses, short-term lets, self-catering apartments and student residences.
42. The land-use plan identifies where these are located and it will be apparent what a high proportion of surrounding property is in non-residential use.
43. There are 11 hotels, guest houses and self-catering apartment blocks in total with five in Windsor Street, three on Leopold Place and three on Brunswick Street. Brunswick Street also has the IQ student residence building at the junction with Hillside Crescent.



44. Collectively these outlets provide a large amount of accommodation for visitors to the city and generate a considerable amount of pedestrian and vehicular traffic in the vicinity.
45. The use of No6 as an STL is directly compatible and complementary with this high level of tourist accommodation in the immediate vicinity, and existing residents in the area will be accustomed to the associated number of transient visitors.
46. The mixed-use character is consolidated in the wider area. Leith Walk is nearby to the west with a varied and diverse range of shops, pubs, restaurants and offices. The Omni Centre and St James Quarter are closeby to the south with the attractions and facilities of the city centre immediately beyond. Easter Road is a short distance away to the east with its own retail offering with Hibernian FC and Meadowbank Stadium just beyond.
47. Character of the Lane - the lane has a pleasant visual character deriving from several traditional mews buildings, its cobbled surface and its semi-private, 'backland' setting within the block of properties on surrounding streets.
48. However any visitor to the lane will immediately note its predominant character is strongly influenced by automotive uses. Most of the mews buildings at the bottom end of the lane are used as vehicle workshops by James Allan & Son, specialists in the repair and maintenance of cars, motorbikes, vans and other light vehicles. They also operate as an MOT test centre.



**Fig 4 - vehicle repair garages on east side of lane, opposite No6**

49. The vehicle repair works are carried on daily and generate considerable activity, often with many vehicles parked in the lane, which cause congestion. The high number of comings and goings of customer vehicles mean that residents will be accustomed to a significant level of transient activity within the lane as an established part of everyday life.
50. There are 8 mews buildings in residential use in the lane. This includes No6 and neighbouring Nos2-4 comprising a short terrace on the west side, with others at the bottom end. There are a similar number of mews buildings/garages used for vehicle repair workshops, totalling approximately 50% of all buildings in the lane. It is also understood that around half of those in residential occupation are tenanted, and thereby subject to more transient occupation than

those which are owner occupied.



Fig 5 - vehicle repair garages at bottom end of lane (No6 is right of picture)



Fig 6 - garages on west side of lane, adjacent to No6

51. Conclusion - Policy Hou7 seeks to preclude uses which are incompatible with 'residential areas' but makes provision for the mixed-use character of an area to be taken into account. We agree that the appeal property is in an area with a large amount of residential property, however there is also a rich representation of tourist accommodation in surrounding streets and the lane itself has a high proportion of premises used for automotive purposes. The location is also highly accessible to the Omni, St James Quarter, Calton Hill and the rest of the city centre.
52. We submit that the use of No6 as an STL is compatible with the mixed-use character of the area and ideally situated for its accessibility to visitor attractions.

## 2.2 High Ambient Background Noise & Activity

53. The setting of No6 and other mews houses in the lane is significantly affected by the presence and activities of the vehicle repair workshops and other noise sources.
54. The James Allen vehicle repair business is active every day, seven days per week. It involves use of noisy tools & machinery, large numbers of vehicles awaiting repair are constantly parked in the lane, and there are comings & goings of vehicles driven by customers and staff throughout



the day.

55. The planning officials accept in the Report of Handling that these activities would generate '*a degree of background noise during the day*' but then consider there will be low ambient background noise in the evenings.
56. It is unclear if the officials have visited the lane, but it is a considerable under-statement to refer to the noise and disturbance caused by the garage workshops as simply '*a degree*' of noise. It is much more intrusive than this.
57. Given the propensity of many people to work from home, particularly in the post-Covid period, it would be reasonable to now regard this high level of disturbance to residents in the lane as a common feature of their day-to-day living environment.
58. It is correct that the lane will be quieter when the workshops are closed, however it would be wrong to assume it is silent in the evenings and weekends. Far from it.
59. The opening times for the garage are advertised as 08.30-17.00 on weekdays and 08.30-12noon at weekends. This demonstrates that disturbance during weekends would be common-place for residents. In addition the appellant's experience is that the workshop hours often extend beyond these times, into the evenings on weekdays and during afternoons on weekends.
60. This includes the upkeep and repair of privately owned classic cars, motor bikes and racing cars which are stored in the buildings, beyond normal working hours.
61. There are also other private lock-ups in the lane whose owners often carry out their own car repairs or associated activity. However they can generally only do so at weekends or during evenings due to the congestion caused in the lane when the vehicle repair workshops are most active.



**Fig 7 - gated entrance to car park of Brunswick Street flats,  
viewed from outside No6**

62. The lane also provides the only access to the car park at the rear of the residential block at No4 Brunswick Street, a conversion of a former Standard Life office by Sundial Properties in 2003

(application 03/03169/FUL). This comprises 40 flatted apartments each with car parking, and generates frequent comings and goings of residents' vehicles up & down the lane throughout the day and night.

63. The garage workshop activities are in very close proximity to the appeal property, the movement and parking of customer and staff cars causes significant congestion within the lane, and the entrance to the Brunswick Street flats is directly opposite No6. As the lane has a cobbled surface it has the effect of amplifying the noise from vehicles driving up and down the lane.
64. In addition, as the location is at the fringe of the city centre and close to main roads, there is a frequent 'drone' of traffic noise and other activity, including from hotels and guest houses, which are understood to accommodate stag and hen parties. This generates an ambient background noise from outwith the lane. London Road in particular is a major access route carrying large amounts of traffic into the city.

### 2.3 Management of Short-Term Lettings

65. Since early 2022 the appellants have contracted with Greatbase Letting Agents to professionally manage the short-term letting of the property.
66. Greatbase is a boutique letting agency based locally in Stockbridge and specialises in the management of short-term holiday lettings with some 30 self-catering apartments in central Edinburgh. Their website is at the following link: <https://www.greatbase.co.uk>.
67. The company takes pride in providing a professional service to property owners that ensures their short-term let is operated and managed to a high standard.
68. They offer guests an assurance of high-quality accommodation in all their properties with a personal service tailored to make their stay in Edinburgh as comfortable as possible and to enhance their visitor experience.
69. Greatbase advertise the property on their own website, at the link below. It is also made available through AirBnB and Booking.com.
- <https://www.greatbase.co.uk/properties/windsor-st-lane/>
70. Greatbase place importance on ensuring that guests are respectful of the property and do not cause disturbance to neighbours, through the following measures:
71. Booking Process - When a prospective guest makes a booking, Greatbase consider their credentials and reliability, as far as is possible, by assessing their submitted ID and any available reviews by hosts with whom they have previously stayed. This is effectively an '**advance vetting process**' and applicants will not be accepted if Greatbase anticipate they might cause

disturbance during their stay or otherwise raise concern.

72. Terms & Conditions - When a booking is confirmed with a guest, they effectively enter a contract with Greatbase and accept the company's Terms & Conditions. These include a requirement that guests should show 'Respect for Others' and agree to certain 'Restrictions' regarding their use of the property.
73. Relevant extracts of these Terms are submitted as a document with this appeal, and include:
- *Guests should not engage in anti-social behaviour likely to cause nuisance to any other person*
  - *Not to make excessive noise or be disruptive*
  - *No parties are allowed*
  - *No smoking*
74. House Rules - Greatbase also require guests to abide by particular 'House Rules' which are included within a 'Welcome Pack' folder at the property, and which also includes useful information about the property and the surrounding area.
75. The Welcome Pack is submitted as a document with this appeal, and the House Rules (page 3-4) emphasise the need to be respectful of neighbours:
- *Parties, events or large gatherings are strictly prohibited*
  - *No anti-social behaviour which may cause alarm, distress, nuisance or annoyance*
  - *High levels of noise, drunken or threatening behaviour is strictly prohibited*
  - *Strictly no smoking in the apartment or in the lane*
  - *Be respectful of neighbours - keep noise to a minimum 9pm-7.30am*
  - *Dispose of rubbish and recycling*
  - *No unregistered guests allowed*
  - *Any reports of disturbance may result in eviction*
76. No Smoking - Guests are specifically instructed that no smoking is allowed either inside or outside the property.
77. Minimum age - Greatbase will generally only accept bookings from people whose principle member has a minimum age of 25, to reduce the possibility of unruly behaviour from younger age groups.
78. Minimum Stay - should planning permission be granted the appellant and Greatbase intend to only accept bookings for three nights or more (two nights at weekends). This would further reduces the prospect of disturbance or disruption to neighbours being caused from more regular changes in guests which might derive from overnight stays.
79. Noise Monitor - a noise monitor is located within the main living area of the property and, if noise levels exceed a threshold of 75db, Greatbase will be automatically alerted and will attend

to ensure no disturbance is being caused. Guests are made aware of this within the Welcome Pack (p5).

80. Arrival & Departure - When guests first arrive Greatbase offer to meet them in person at the house to ensure familiarity with the accommodation, and to provide keys. This also reduces the prospect of disturbance being caused at the property. If guests wish they can alternatively collect keys from their office. On departure guests leave keys at the property.
81. Cleaning - After each guest has departed, Greatbase have an arrangement with a specialist contractor for the cleaning of the property, provision of fresh linen, disposal of rubbish, etc.
82. Relations with neighbours - both the appellant and Greatbase have been in regular contact with the respective owners of the vehicle repair workshops, the adjacent property in the lane at No4, and of No6 Windsor Street to ensure they are satisfied with management protocols of the STL. They intend to continue this relationship to the common benefit of all concerned.

#### **2.4 Size of Property and Frequency of Movement**

83. The flat has two double bedrooms and a further bed is available on the mezzanine floor which provides for a maximum occupancy of six people. The STL letting is marketed for a maximum of six people and the appellant and Greatbase categorically confirm this has been observed. A Register of Bookings held by Greatbase can be submitted to demonstrate this if required by the LRB.
84. Occupancy is generally for between 4-6 people. Occasionally there have been only 3 guests and only once with 7 guests when children were amongst the group. Importantly the mezzanine floor is open to the first floor and so is only suitable for use by family groups rather than unrelated guests.
85. In the report of handling the planning officials have made an assumption that the property is suitable for up to eight guests simply by considering the floor area. This is strongly disputed by the appellant as the property is advertised is only suitable for a maximum of six people and is advertised accordingly.
86. The officers also suggest that guests would be unrelated who, by implication, would have a greater propensity to cause disturbance. Again this is strongly disputed as the open plan nature of the property which is really only suitable for related guests, who would have less prospect of causing noise or disruption.
87. The duration of stay for guests has generally been between 2-4 nights, and the appellant would intend to further amend this by introducing a minimum stay of three nights.

88. The property is generally only vacant for 1-2 nights between bookings achieving a regular frequency of change-overs, but avoiding the greater possibility of disturbance that might derive from overnight stays.
89. The experience of Greatbase in letting the property is that the high-quality accommodation is attractive to guests and has been reflected by consistently positive reviews and comments.
90. Occupancy by six people would represent a slight increase than if it was occupied by permanent tenants. However STL occupancy does not necessarily mean a vastly different frequency of movements of people or different times of movement than permanent residents, who are influenced by their employment, leisure interests, family circumstances, health, etc.
91. For example an off-shore worker might occupy his house for a few weeks and then work off-shore for a few weeks. A family with teenage children might enter and leave the house many times during the day and night. A single person with care needs might be visited by carers several times a day. If occupied by young adults / students, they would be likely to arrive or leave the property at irregular times of day and night and they would not be subject to the management protocols applied to short-term guests by Greatbase as letting agent.
92. We therefore suggest that short-term letting at No6 does not result in any significant difference in the risk of disturbance being caused to neighbours.
93. The cleaning of the flat between each letting by an appointed cleaning contractor is also managed carefully to reduce the likelihood of any disturbance. With a minimum stay of two nights there would be a maximum of three visits per week by the cleaners. They would normally arrive by car, parking in surrounding streets. Cleaning is always done during daytime hours (10am-4pm), thereby avoiding quieter evening periods.
94. While some permanent residents do their own house cleaning, it is likely that some would use cleaners on a regular basis, for instance if the occupier is in poor health.
95. There is no parking provided with the property and guests are not allowed to park in the lane. It is therefore anticipated most will either park in surrounding streets or make trips on foot, or by public transport, due to the close proximity of Waverley Station, the city centre and tourist attractions. This absence of car movements further reduces the level of activity which might otherwise cause disturbance to neighbours.
96. The criteria followed by the Council suggest that larger apartments are regarded as having a higher risk of causing disturbance to neighbours than smaller properties due to the higher number of guests. This is repeated in the recent proposed changes to planning guidance.
97. However the guidance does not give a maximum acceptable size in terms of number of bedrooms or total floorspace, and it is notable that in the last Development Management Sub-

Committee before lodging this appeal (7<sup>th</sup> December 2022) approval was given for STL use of two flats at No24 York Place with three and five bedrooms (refs 22/01734/FUL & 22/01735/FUL).

98. It must follow that the key consideration regarding the impact on neighbours' living conditions should relate to how the property at No6 is operated and managed as a short-term let, rather than just its size. This is addressed in the following points.
99. Despite this, if the LRB concluded that the maximum number of six guests was the determining factor in refusing the application, the appellant would agree to restrict the maximum to four adult guests which could be controlled through the licensing process, recognising that this would save the business albeit with significant reduced income.

## 2.5 Private Entrance from the Street

100. The entrance to No6 is by its own private front door directly from the lane and is not shared with any other property.
101. The desirability for short-term lets to have a private entrance has gained importance due to a perception that STLs generate more frequent comings and goings, at irregular times of day, and due to a particular perceived risk of disturbance being caused to other residents in tenement buildings with a common entrance, shared stairway and landings.
102. This led the Council to specifically state in the current Guidance that ***'the change of use in flatted properties will generally only be acceptable where there is a private entrance from the street'***.
103. This also became established as a fundamental criterion in planning appeal decisions where planning permission has typically been granted for short-term lets in main door properties or flats which have their own private access.
104. One of the landmark planning appeal decisions which established this principle was for No17 Old Fishmarket Close where the Reporter stated:

*'13. I find it particularly significant that the flat benefits from its own external door. This would substantially reduce the scope for the arrival and departure of guests to disturb the occupiers of other flats. This is recognised by the council's non-statutory guidance.'*

105. Attributing *'particular significance'* to the availability of a private front door effectively establishes a presumption in favour of approval where this is achieved.
106. This fundamental requirement is satisfied at No6. It is not a tenement flat but a separate, independent dwelling and we submit that significant weight should be attributed to this.

## 2.6 Absence of Outdoor Amenity Areas

107. The property is entirely self-contained. It has no external private amenity space (yard, garden, roof top, balcony, etc) and there is no communal area shared with residents of other properties in the lane. This means that once guests have arrived at No6, their activities are enclosed within the property itself.
108. This contrasts with the flats opposite at No4 Brunswick Street which include four penthouse suites with rooftop gardens overlooking the entire area.
109. In the recent determination of STL planning applications the Council has regarded the availability of a back garden as having potential for guests to gather outdoors where any noise might have greater impact on neighbouring residents and risk disturbance. This is also mentioned in the draft planning guidance currently at public consultation.
110. At No6 the absence of any designated garden or external amenity space means there is no potential for such concerns, and we would expect due weight to be given towards a favourable determination.
111. However the Council's planning officials state in the report of handling *'there is no guarantee that guests would not congregate within the lane to socialise, smoke and drink, with the potential for noise and disturbance'* and this appears to be a significant factor in the officers' overall decision to refuse consent.
112. The appellant considers it is wholly unjustified for the officials to make this assumption, and they have not indicated receipt of any complaints made to the Council.
113. It is possible that officials consider the semi-enclosed nature of the lane and its status as a cul-de-sac provides opportunity for guests to use the road in the lane as a potential outdoor venue for gathering.
114. However the practical reality is that the lane does not lend itself for use as an amenity space due to its congested and busy nature during the daytime and with parking and vehicle movements continuing through the evenings.
115. The applicant does not own any of the ground outside the property and so has no outright control over its use. However Greatbase, the appellant's managing agent, make it perfectly clear to all guests both on their website and in the 'House Rules' that any activity or behaviour that causes disturbance to neighbours will not be tolerated whether inside or outside the property, including a smoking ban, and the prospect of guests being evicted.
116. It is the appellant's case that reasonable steps are taken by themselves and their managing agent to ensure that guests do not cause disturbance to neighbours in the lane.



117. To give added assurance, if planning permission is granted the appellants would install CCTV outside the property to monitor any possible external activity by guests in the lane. They consider the concerns expressed by officers in this regard are exaggerated, but they trust this will give the LRB assurance that the matter is taken seriously.
118. It is unclear how an STL owner could give an absolute 'guarantee' that disruptive gatherings will not occur, as suggested by the officials, beyond the measures put in place by the appellant.
119. Every property in the city will have a pavement or an area of public highway or nearby open ground which may be close to a neighbouring dwelling and which could theoretically be used by STL guests to socialise, light a cigarette, etc which the Council could then consider a risk of causing disturbance, however remote that risk might be. If the Council is to make this a standard requirement in every case, it would seem impossible for any STL to pass this test and would result in every application being refused.
120. In any case, the Council has the capability to monitor, regulate and control the future operation of the STL through the licensing regulations which require a licence application to be submitted for each 'secondary let' property every 12 months. We refer to this in more detail below.

## **2.7 Guests Passing-by Neighbouring Houses**

121. When guests arrive or leave the property they are likely to walk into the lane from Montgomery Street through the pend and leave by the same route in the opposite direction. To reach No6 they will pass-by the adjacent mews properties at Nos 2 and 4. There are 2-3 other residential mews further down the lane but the STL guests would not go that far.



**Fig 8 - pend entrance to the lane from Montgomery Street, with prominent advertising of the vehicle repair business**

122. We understand that in other cases the Council has questioned if such arrangements are acceptable, including taking into account whether a cobbled lane surface might amplify noise



from wheeled cases.

123. In this case, as referred above, there is a high level of ambient noise caused by the car repair workshops in the lane throughout the day and extending into the evening. We have also pointed out that a level of ambient noise continues through the later evening due to the location close to busy roads and continuing vehicle movements accessing the car park for No4 Brunswick Street.



Fig 9 - Terrace of mews buildings with No6 (left) adjacent to No4 and No2 (white car)

124. One of the management protocols operated by Greatbase, whenever possible, is to arrange with guests to arrive and leave during daytime hours rather than during quieter periods and this will be continued.
125. Neither the appellant nor Greatbase is aware of any concerns being raised by the neighbours at Nos 2 or 4 from guests coming or going from the property either at the beginning or end of their stay (when wheeled cases would most likely be used) or during their stay.
126. It is also notable that nobody who lives in the lane objected to the application. Even if wheeled cases are used by guests, any such noise is unlikely to compare with that of numerous vehicles going over the cobbles approaching or leaving the repair workshops or car park regularly through the day.
127. It is also evident from other STL decisions that there is no justification to assume that disturbance will be caused by STL guests walking past neighbouring dwellings.
128. In the upholding of appeals for STL use at 7A and 7B Jamaica Street Lane South (PPA-230-2358 & 2359) the DPEA Reporter concluded that despite guests having to pass an adjacent residential property within the lane, which also had stone setts, that ***'while such noise (from wheeled cases) could arise at the start and end of visitors' stays it would cause only a brief and occasional disturbance'***. He also found that impacts were unlikely to arise from comings and goings in that instance due to background noise from commercial activities nearby.

129. This decision was then referenced by the Council when granting approval for an STL at 46 Patriothall (ref 21/06792/FUL) where guests also accessed the STL property along a cobbled lane. In recommending approval, which was upheld by the Committee, planning officials took into account that STL guests would only pass a small number of residences in the lane. This is a similar situation at Windsor Street lane where there are only two mews houses adjacent to No6.
130. Even if this remained a matter of concern to the Council, it could be reviewed every 12 months when the appellant is required to submit an application to renew their STL licence under the Council's new licensing regulations (see below).

## **2.8 Every Case to be Considered on its Merits**

131. Under the current management of the flat, guests have displayed due regard to neighbours' amenity and the continuing involvement of Greatbase as letting agent gives confidence that this will continue. In our view this justifies planning permission in terms of Policy Hou7.
132. However in considering other STL planning applications the Council has given only limited regard to the manner in which a property is currently managed, instead choosing to make assumptions about the potential for disturbance being caused to neighbours in future due simply to the size or nature of the property or the possibility that unruly guests might display poor standards of behaviour at some point in the future.
133. This is reflected in the Proposed Changes to STL Guidance presented to Planning Committee on 31<sup>st</sup> August 2022 which states:

*'The Council receives a large number of complaints in respect of STL use with members of the public concerned at the loss of amenity and security for long term residents. Experience from enforcement investigations has shown that people on holiday display different behaviours to those who live in an area and whilst not intentionally behaving in an anti-social manner they often create problems through noise and disturbance particularly late at night. Enforcement notices have been served on properties where it has been demonstrated that the use has adversely affected neighbouring residential amenity.'*

134. This confirms that the Council's evidence-base comprises those cases where problems have arisen and enforcement action has been taken. It is clearly regrettable that such instances have occurred and it is understandable that the Council should seek redress in those circumstances. However we submit it is unreasonable to assume that such problems will arise with every STL. It cannot be correct to presume such a worst-case scenario when there is evidence to the contrary.
135. A founding principle of the planning system is that 'every case is considered on its merits', and for the Council to assume that a hypothetical 'worst-case' scenario will transpire at No6, based

on experiences from elsewhere in the city which have no connection to the property, would deny the applicant receiving this basic approach.

## **2.9 Future Control of the STL by the Council available through Licensing Regulations**

136. The proposed amendment to STL Guidance says that limited regard should be given to how an applicant intends to manage the property because it could change hands and be operated in a different way in future, with the Council being unable to control this once planning permission is granted. We wish to question this position based on the following.
137. Our understanding is that the new licensing regulations approved by the Council's Regulatory Committee on 29<sup>th</sup> September 2022 will require Lochside Homes to make a licensing application for 'secondary letting' at No6 and that, if approved, the license must be renewed every 12 months requiring them to submit an application annually.
138. The new regulations include conditions that will be attached to the licence which include:  
*'STL 6 - the licence holder must take all reasonable steps to manage the premises in such a way as to prevent undue nuisance to neighbours'.*
139. Condition STL6 also includes a requirement to have due regard to *'privacy and security'* and to *'rules applying to shared areas and entrances'*.
140. This requirement means that every 12 months when deciding whether to renew the licence for No6, the Council has given itself the opportunity to consider if this condition has been satisfied as to whether any nuisance has been caused to neighbours. Every 12 months it can take into account the manner in which the short-term let is managed, or if there have been instances of complaints being made by neighbours regarding guests' behaviour, or if the ownership or management had changed, or if there was evidence of unacceptable noise or disturbance being caused despite the protocols operated by the appellant and Greatbase. If sufficient concerns are apparent, our understanding is that the Council has given itself due powers to prevent the use continuing by refusing to grant the annual license renewal.
141. This suggests that the statement in the draft Guidance that *'once an STL is granted planning consent the Council cannot control how it is used'* is not correct. In interests of providing a 'joined up' process, it must be consistent for the Council to regard its controls under the licensing regulations as a material consideration in its planning decisions.
142. We therefore submit it is reasonable for the determination of the planning application to proceed based on the evidence submitted by the appellant regarding the nature and management of the current and proposed STL use.
143. In the most recent meeting of the LRB Panel before lodging this appeal (Panel No2, 30 November 2022) two appeals for STL use were dismissed despite the STL owners demonstrating

they ran well-managed, high-quality STL businesses causing no disturbance, and even gaining letters of support from immediate neighbours.

144. The Convenor of the LRB that day expressed sympathy for their situation. However she explained they could not take the current management into account because the planning process is for considering 'where' STLs should be allowed while it is for the licensing process to consider 'how' they are operated.
145. We agree that this would be a logical and practical way for the Council to proceed. However the Panel then proceeded to dismiss both appeals because they considered the future management of the STLs could not be controlled by the Council through planning conditions. ***In our opinion this contradicted the Convenor's statement that it should be for the licensing process to take into account 'how' the STL might be operated in future rather than the planning process.***
146. We urge the LRB Panel to recognise this contradiction, to agree that it is not appropriate for the Council's planning function to take into account the future management protocols for STLs and to leave this matter for consideration under the licensing regulations.
147. It is of great significance that we notice this point has now been recognised by planning officials. At the last meeting of the Development Management Sub-Committee before this appeal was lodged, on 7<sup>th</sup> December 2022, a recommendation by the planning officials was made to grant planning permission for an STL at No5 Melville Street Lane (ref 22/01939/FUL).
148. In the report of handling reference was made to an objection having been made regarding possible noise and anti-social behaviour being caused in the lane. However the officer noted that ***'An STL Licensing Scheme is now in place which can investigate and manage noise disturbance and anti-social behaviour associated with the STL use'*** and that planning permission should therefore be granted.
149. The Committee agreed with this recommendation and unanimously voted to grant planning permission.
150. As that approach has now been endorsed by the Council, we trust the same approach will be taken in determining this appeal by Lochside Homes. Their proposal to continue the use of No6 for STL use should be assessed on the acceptability of its location and its compatibility with neighbours based on its **current** management characteristics. The **future** operation can be reviewed annually by the Council under the licensing regulations hereafter.
151. This means that if there is no evidence that the STL use at No6 involves as many as eight guests staying at the property, or that guests gather in the lane to smoke, drink & socialise, or of disturbance to neighbours caused from noise by guests coming & going, or in their general use of the property, then it should not be assumed by the Council that future guests will inevitably

cause such problems simply based on experiences elsewhere in the city.

152. The decision to refuse planning permission by the planning officials was based on these assumptions. We respectfully ask the LRB Panel to overturn this decision for the reasons given.
153. To provide further commitment in ensuring ongoing high standards for the future letting of the apartment, the appellant is also willing to enter a legal agreement with the Council by which the short-term letting of the apartment can continue only while they own the property. If they sell the property, the Council would then have legal certainty in controlling its future use, over and above the licensing regulations.

## **2.10 Response to Objections**

154. It is notable that none of the residents in the lane objected to the appellant's planning application. This can be taken as a measure of acceptance of the operation of the property as an STL, particularly in context of the intrusive impacts of the car repair workshops.
155. There were six recorded objections on the Council's planning portal. However these comprised duplicates of three objections with one copy having the identity of the objector, and the other redacted. Each of the three objectors are resident on Windsor Street.
156. Two objectors refer to what they regard as the high number of properties in the immediate area providing tourist accommodation (hotels, other STLs, self-catering apartments) and consider there are already enough. With the greatest of respect to these neighbours, we consider their comments reinforce the appellant's case that the area is a mixed-use area in which the use of No6 as an STL will be compatible.
157. Concern is raised at noisy stag and hen parties which are allegedly accommodated in one particular establishment and which take over an entire townhouse. The appellant can give assurance that the management of No6 by Greatbase allows no such parties and there are clear house rules established that guests should not cause noise or disturbance to neighbours.
158. There is criticism from objectors that the appeal property is not single aspect and that rooflight windows facing the objectors' homes in Windsor Street will directly impose on their amenity when they are opened, with concern that guests will play music and cause other disturbance.
159. The appellants can confirm the actual situation is that Building Control require the rear rooflights to be locked shut due to the proximity of the gas flue. Greatbase hold the keys to the locking bolts which are only opened for cleaning purposes.
160. We note there is no suggestion in the objections that any disturbance has been caused by the STL use so far. The appellant is fully committed to ensuring no such disturbance should occur and, as explained above, the Council would have the capability of examining the success of this

every 12 months when the licensing renewal is submitted.

### **2.11 Business Generation for Local Shops & Enterprises**

161. There are a large number of local shops and facilities in the immediate area, particularly on Leith Walk and guests are provided with recommendations for preferred outlets by Greatbase on their website and in the guests' Welcome Pack.
162. Guests are likely to use local outlets more regularly than if the property was being occupied permanently and this can be regarded as having a positive impact on the economy of the neighbourhood.
163. It is also relevant that the applicant commissions Greatbase to manage the property, which provides business for a highly regarded local letting agent and sustains its employment of local Edinburgh-based staff.

### **2.12 Support for the Visitor Economy**

164. SESplan explicitly recognises the desirability of the Edinburgh City region as a place '*to live, work, do business and visit*' and specifically identifies tourism amongst a range of key sectors which are '*central to the regional economy*' (paras 12-13).
165. The LDP also promotes developments which contribute to growth in the tourism sector. Policy Emp 10 'Hotel Development' specifically promotes new hotel development but generally supports the provision of accommodation across the visitor sector. We submit this must extend, by association, to diverse forms of accommodation such as holiday lets.
166. Emp10 is geared towards city centre locations but also specifically favours '*locations within the urban area with good public transport links to the centre*'. This applies to the application property located on the fringe of the city centre with easy access to the major attractions by bus or on foot.
167. It has also been consistently acknowledged in Reports of Handling regarding STL applications that the economic benefits of visitor accommodation are a material planning consideration.
168. It is evident that the introduction of the licensing regime, and the associated use of planning controls, reflects an appetite from Scottish Govt and the Council for greater regulation of the STL sector. Consequently it seems likely that the amount of STL accommodation in Edinburgh will be significantly reduced in the coming period.
169. We therefore submit that due recognition should be given to the important contribution that the reduced number of short-term lets will continue to make to the city's tourism offer, in providing specialist accommodation for visitors as an alternative to hotels and other

conventional types of accommodation which may not be appropriate for many guests.

170. The appellants consider the property at No6 Windsor Street Lane fully satisfies the amenity tests required by policy, and that continuation of its use for short-term letting is fully supported by the wider economic objectives set out in SESplan and LDP Emp10.

### **2.13 Emerging Development Plan - City Plan 2030**

171. The adopted LDP has no policies which presume against the loss of existing residential use by change of use to short-term letting. Instead the policy focus falls on Hou 7.

172. In December 2021 the Council released a consultation draft of City Plan 2030 which, when adopted, will replace the 2016 LDP and includes a proposed new policy 'Loss of Housing' which states:

*'Proposals which would result in loss of residential dwellings through demolition or change of use will not be permitted, unless in exceptional circumstances where it would provide necessary community facilities without loss of amenity for neighbouring residents.'*

173. On 30 November 2022 the Planning Committee approved the submission of the draft City Plan to Scottish Ministers for public examination as the next stage of its adoption process. However as the new City Plan remains unadopted we submit that this should not be regarded as a material consideration in the determination of the planning application, which remains to be determined in context of currently adopted LDP policy and approved guidance.
174. This position has been confirmed by the Head of Planning in Reports of Handling regarding applications for proposed STLs at the most recent meeting of the Council's Development Management Sub-Committee of 7<sup>th</sup> December 2022 in which members were advised '*at this time little weight can be attached to it as a material consideration in the determination of this application*'.
175. Notwithstanding this, we submit that when the new LDP is introduced, the short-term letting at 6 Windsor Street Lane would still merit approval. This is because the type of property and the nature of the applicants' short-term letting would satisfy the 'exceptional circumstances' required under the proposed new policy in that it would provide '*a community facility with no loss of amenity caused to neighbouring residents*'.
176. The applicant has actually added to the housing stock by their redevelopment of the former gap site and ruined mews which has also uplifted the character of the lane. No4 is retained as a dwelling and the use of No6 as an STL should be regarded in this light.



### SECTION 3 CONCLUSIONS

177. We respectfully request that the review is upheld and planning permission is granted in accordance with the Local Development Plan and the Council's Guidance for Business for the following reasons.
178. The presenting officer at the LRB meeting may find these points helpful in summarising the appellant's justification.
- i) No6 Windsor Street Lane is well located for short-term letting within easy walking distance of Omni Centre, St James Quarter, the tourist facilities and attractions of the city centre, and well served by public transport.
  - ii) The streets surrounding the lane include several hotels, self-catering apartments, other tourist accommodation and student residences, giving the area a mixed-use character with which STL use is compatible.
  - iii) Around half of the buildings in the lane are used by the James Allen & Son vehicle repair and MOT business. The other half comprise mews buildings either in residential use or private lock-up garages. This also presents a mixed-use character with which short-term letting is compatible.
  - iv) Every day the vehicle repair activities generate considerable activity, comings & goings, noise, disturbance and congestion from parked cars. The lane also gives sole access to the car park for a block of 40 flats on Brunswick Street generating frequent daily car movements.
  - v) Residents in the lane will be accustomed to high levels of ambient noise and disturbance from the automotive activities, from the hotels / guest houses in the area and the 'drone' of traffic noise and activity in this edge of city centre location.
  - vi) There is evidently already a high volume of transient visitors in the lane and the locality, whether attending for vehicle repairs or staying in visitor accommodation.
  - vii) In the report of handling planning officials have under-stated the impact of daily noise levels and activity in the lane.
  - viii) The reason for refusal relies on the assertion that activity ceases during evenings resulting in low ambient noise. This is partially correct but ignores the continuing car repairs in evenings & weekends, comings & goings from the lock-up garages & adjacent flats, and disturbance from nearby hotels which, according to local residents, accommodate stag & hen parties. These all affect the lane.



- ix) The apartment is managed professionally by Greatbase Letting Agents who ensure protocols are in place to respect neighbours and minimise the risk of disturbance.
- x) They undertake advanced vetting of guests, not accepting anyone of questionable character. They apply a hands-on role in welcoming guests to the property and liaising throughout their stay.
- xi) A noise monitor installed within the property alerts them if a threshold noise level is exceeded, when they would attend to investigate.
- xii) Terms & Conditions require guests to display good standards of behaviour and to respect residential neighbours by not causing noise or disturbance. In making a booking guests enter a contract including acceptance of these standards.
- xiii) 'House Rules' provided to guests in a Welcome Pack include similar requirements both inside the house and externally in the lane. This includes a strict no smoking policy. Guests understand that breach of these rules risks their eviction from the property.
- xiv) The appellant and Greatbase liaise regularly with the owner of the car repair workshops and adjacent residential neighbours to ensure these protocols are being respected.
- xv) The apartment has a private front door entrance directly from the lane and no common accesses shared with other residents. This satisfies the primary test of planning guidance.
- xvi) There are no external areas, gardens, rooftop or balconies associated with the house, whether for private or communal use.
- xvii) Planning officials have asserted that guests will gather in the street to 'socialise, smoke and drink', but this is unjustified, they have given no evidence, and the management protocols followed are directly targeted at preventing such occurrences. The appellant also intends to install external CCTV if planning permission is granted.
- xviii) Guests approach the property along the cobbled lane, passing two residential dwellings. There is no reason to expect undue disturbance from this, or by pulling of wheeled cases. Any noise would be 'fleeting', of short duration and insignificant given the ambient noise levels including from vehicles frequently travelling up and down the lane. This was also found acceptable in other STL decisions in Jamaica Street Lane South and Patriothall.
- xix) The property is a self-contained apartment with two bedrooms and use of a third bed on the mezzanine level giving occupancy up to six people. In practice the third bed is only suitable for family use or guests who are related, as it has open aspect to the floor below. Records held by Greatbase show the maximum occupancy is 6 people and

generally between 4 and 6.

- xx) The refusal by planning officials relies on their assertion that up to eight guests are accommodated. This is disputed by the appellant and is simply untrue. They are also willing to accept a limitation to four adults with six people in total under licensing regulations.
- xxi) Rubbish disposal and cleaning of the flat is carried out entirely independently of neighbouring residences.
- xxii) There is little likelihood of any noise or disturbance being caused to the detriment of neighbours. The proposal thereby satisfies the criteria for Policy Hou 7 as an 'appropriate use in a residential area' and the applicant confirms that this will be maintained in future by the continuing management of the property
- xxiii) The Council's general resistance to STLs is drawn from experience from enforcement cases across the city. However it cannot be correct to assume every STL guest in every property will inevitably behave noisily or cause disturbance. The appellant requests that the time-honoured principle of treating every case on its merits is upheld.
- xxiv) To date the Council has given little weight to the current management of STLs on grounds this cannot be ensured in future once planning permission is granted. We respectfully disagree as the Council's licensing regulations provide exactly this control.
- xxv) Licensing Policy Condition STL6 requires STLs to be respectful of the amenity of residential neighbours and the Council will have opportunity to re-assess whether this is being satisfied every 12 months, as the applicant is required to re-apply for a licence annually.
- xxvi) This has now been acknowledged as a material planning consideration by planning officials in a report of handling for an STL application approved by Committee on 7<sup>th</sup> December 2022. We trust this same consideration will be given to the proposal for No6.
- xxvii) Lochside Homes are also willing to enter a legal agreement with the Council by which the approval for STL use would cease should they sell the property.
- xxviii) Guests will frequent and provide custom for the large number of outlets in the immediate vicinity. The use of No6 as an STL supports the visitor economy and contributes to the role of Edinburgh as Scotland's capital city.
- xxix) There is no policy against the loss of an existing residential use in the LDP. Such a policy is proposed in the draft City Plan 2030 but this is not yet adopted. In any case the appellant considers its terms would be satisfied by the STL use at No6.



## **SUPPORTING STATEMENT**

### **APPLICATION FOR CHANGE OF USE OF DWELLING TO SHORT TERM LET VISITOR ACCOMMODATION**

**6 WINDSOR STREET LANE,  
EDINBURGH, EH7 5JZ**

**April 2022**

## **CONTENTS**

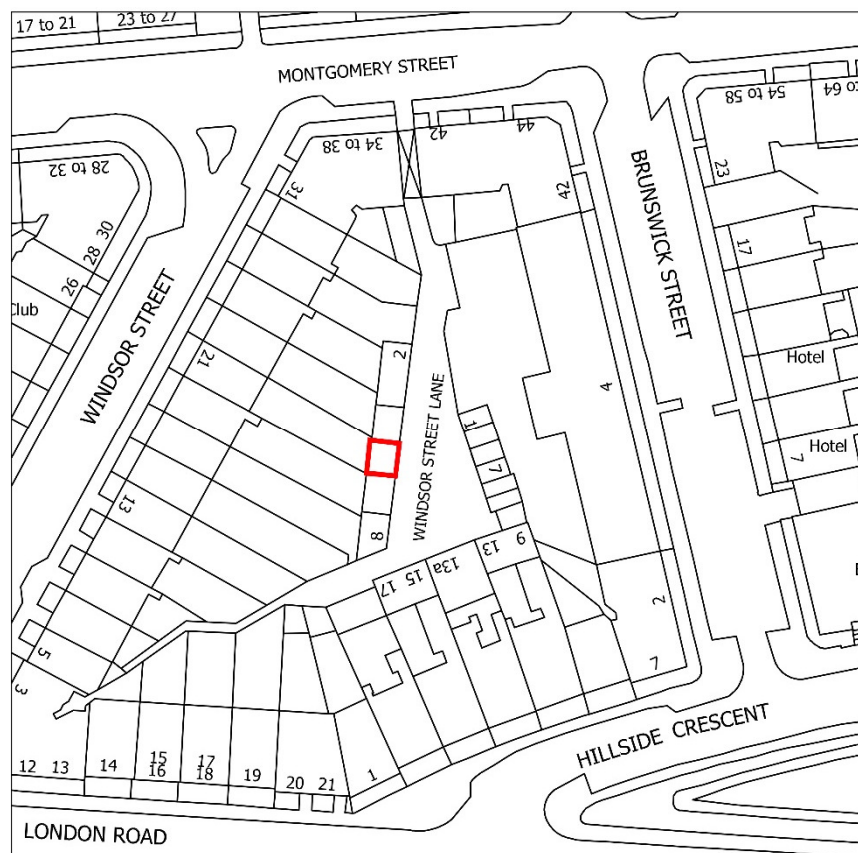
<b>1.0</b>	<b>Background Information</b>
<b>2.0</b>	<b>Property History and description</b>
<b>3.0</b>	<b>Proposal and Applicant</b>
<b>4.0</b>	<b>Policy Context</b>
<b>5.0</b>	<b>Conclusions</b>

## 1.0 BACKGROUND INFORMATION

The applicant is seeking planning permission to allow the residential mews dwelling to operate as short term let visitor accommodation. The property is currently unoccupied.

Applicant: Lochside Homes Ltd  
Architect: Kenneth Reid Architects

### Location Plan;



**Figure 1: Location Plan showing application site outlined in red**

## 2.0 Property History and Description

The property is a recently completed mews development, completed (along with its immediate neighbour No. 4) in June 2021. The development replaced a derelict two storey house and an adjacent gap site. The applicant, Lochside Homes Ltd, is also the developer who constructed the property.

The property consists of an entrance hall, 2 bedrooms, a bathroom and en-suite at ground floor level. An open plan kitchen living/dining space which occupies the whole of the first floor with the exception of a small Utility Room/WC. The Second floor accommodation is limited to a mezzanine with a glazed balustrade and is open to the first floor open plan space.

The building is accessed directly off Winsor Street Lane, a cobbled semi-pedestrianised street. There is no garden ground/outdoor space associated with the property. The property is single aspect with all windows facing the Lane, the mezzanine and open plan first floor space have additional natural light available from rooflights.

The property is located in the New Town Conservation Area and is stone finished with slate roofs and timber windows.

The site is located in the centre of a block whose perimeter is generally bounded by 3-4 Storey flatted buildings. With the exception of the Windsor Street side of the block whose format are two storey townhouses. The Lane itself is accessed via a pend from Montgomery Street.

The immediate area is a mix of residential and light commercial, with a car mechanic occupying many of the units within the lane.

The existing buildings on the Lane are generally single storey garage units, many of which are combined by automotive businesses to form service/maintenance garages. There are also a number of two storey residential mews style houses some of which have flats above garages at ground floor level.

The property itself was completed to a high standard and it is envisaged that it shall be retained in that condition whilst being used as a short term let. The property is currently empty and unfurnished.

### Relevant Planning History

Remove derelict 2 storey house and replace with 2no. mews house units on site and adjoining gap site (as amended).

Ref. No: 17/00890/FUL | Status: Application Granted

Complete Demolition in a Conservation Area.

Ref. No: 17/01135/CON | Status: Application Granted

Removal of condition 4 of planning permission 17/00890/FUL.

Ref. No: 18/03308/FUL | Status: Application Granted

Remove derelict 2 storey house and replace with 2no. mews house units on site and adjoining gap site.

Per consented application ref: 17/00890/FUL with minor adjustments

Ref. No: 19/05028/FUL | Status: Application Granted

Removal of condition 2: "The boundary wall shall be finished in stone to match adjoining stone walls.

The height of the boundary shall measure 1.8m.

Ref. No: 20/01041/FUL | Status: Application Refused

Non-material variation to planning permission 19/05028/FUL.

Ref. No: 19/05028/VARY | Status: Vary Consent

### 3.0 Proposal and Applicant

The proposal is to utilise the property as Short Term Let Visitor Accommodation. Whilst demand for this type of accommodation in Edinburgh is popular with Tourists the property will not be limited exclusively to them as there is also recognised demand from business visitors and local requirements (for those renovating their homes or hosting guests for example).

The proposal shall result in no physical changes to the property.

The applicant shall put in place a management strategy to deal with the logistics of use as a short term let property and provide safe and responsible letting. This is intended to be an experienced letting agency.

It is anticipated that visitors shall make use of the close proximity to the city centre to access it by foot for leisure or business purposes. Further it is anticipated that visitors will use the local leisure and shopping facilities located nearby on Leith Walk and London Road. This will support local businesses as the property is empty at present and is not making a contribution in that regard.

Users of the accommodation will be well served with access to local services and shops plentiful.

Public transport is also easily available by the sites proximity to main bus routes on Leith Walk and London Road which spreads all over Edinburgh and to the current Tram Terminus on York place and its future extension down Leith Walk which gives access to particularly to the airport.

It is anticipated that visitors will not require a car due to the above named connections however if required pay to park on street facilities in additional to local car club facilities are available.



◀Figure 2: Typical ground floor bedroom

▶Figure 3: Open Plan Living/Dining Space and Mezzanine over



◀Figure 4: Typical Bathroom/En-suite



## 4.0 Policy Context

Shortly following the Town and Country Planning (Short-term Let Control Areas) (Scotland) Regulations 2021 Edinburgh City Council designated Edinburgh a Short Term Let control area and planning permission is being sought to comply with this.

### Local development plan (November 2016) Context:

The LDP sets out broad strategies to guide development. The following are two of the main aims that we believe this application supports:

- *are to support the growth of the city economy*
- *help create strong, sustainable and healthier communities, enabling all residents to enjoy a high quality of life.*

The policy in the LDP which is considered most relevant to this application at this time, as directed by the Non Statutory Guidance for Businesses is policy HOU7 'Inappropriate uses in residential areas'. This notes:

*"Developments, including changes of use, which would have a materially detrimental effect on the living conditions of nearby residents, will not be permitted"*

Tourism and visitors make a substantial economic and cultural contribution to Edinburgh as reflected in the following from the Economic Development portion of the LDP:

*The strength of Edinburgh's economy is based on a range of key sectors, for example tourism, financial services, life sciences and higher education. Edinburgh also has a wide range of cultural, arts and sports venues which bring economic benefits as well as enhancing the wellbeing of residents and visitors.*

While not directly relevant to the determination of this planning application, the supporting text for Policy Emp10 'Hotel Development' states:

*"Tourism is the third biggest source of employment in Edinburgh, providing jobs for over 31,000 people. Maintaining and developing this key sector in the city's economy relies upon sufficient provision of high-quality tourist accommodation. In 2006 a study looking at tourist accommodation demand and supply was commissioned by the Council and others. The study identified the particular importance of hotels to generating economic benefit from growth in tourism and satisfying the main sources of demand for accommodation. The study identified a theoretical requirement for 4,000 new hotel rooms in Edinburgh by 2015 to help meet predicted growth in demand. The city centre is the preferred location for most visitors, but accessible locations with good public transport accessibility within the urban area also offer opportunities for new hotel development".*

### Non-Statutory Guidance for Businesses (Nov 2021) Context:

The relevant portion is Short Term Commercial Visitor Accommodation which states:

*The change of use from a residential property to short term commercial visitor accommodation may require planning permission.*

It then goes on to state that the following should be considered:

- Policy Hou 7 (as noted above)
- Amenity
- Parking Road Safety

Additionally, it then goes on to state, although it is appreciated it is not directly applicable to this property, that:

*Change of use in flatted properties will generally only be acceptable where there is a private access from the street,*

## **5.0 Conclusions**

The mixed use nature of the area, the size, layout and self-enclosed nature of the property means that it is not incompatible with the character of the local area and will not have a materially detrimental effect on the living conditions of nearby residents, as described in Policy Hou 7.

We would suggest that the provision of a short term let is appropriate with character of area and building. The area is of a mixed nature and in a central location. It is therefore considered reasonable that anyone buying or renting property in the area would anticipate the pattern of activity in the area which would not differ greatly from residents who occupy this property on a regular basis.

Regarding Amenity considerations this largely reflects the comments in relation to our comments in relation to Policy Hou7 however we would additionally add that as the property has no outdoor space and only a single aspect to the public street meaning no disturbance or overlooking of neighbours can occur.

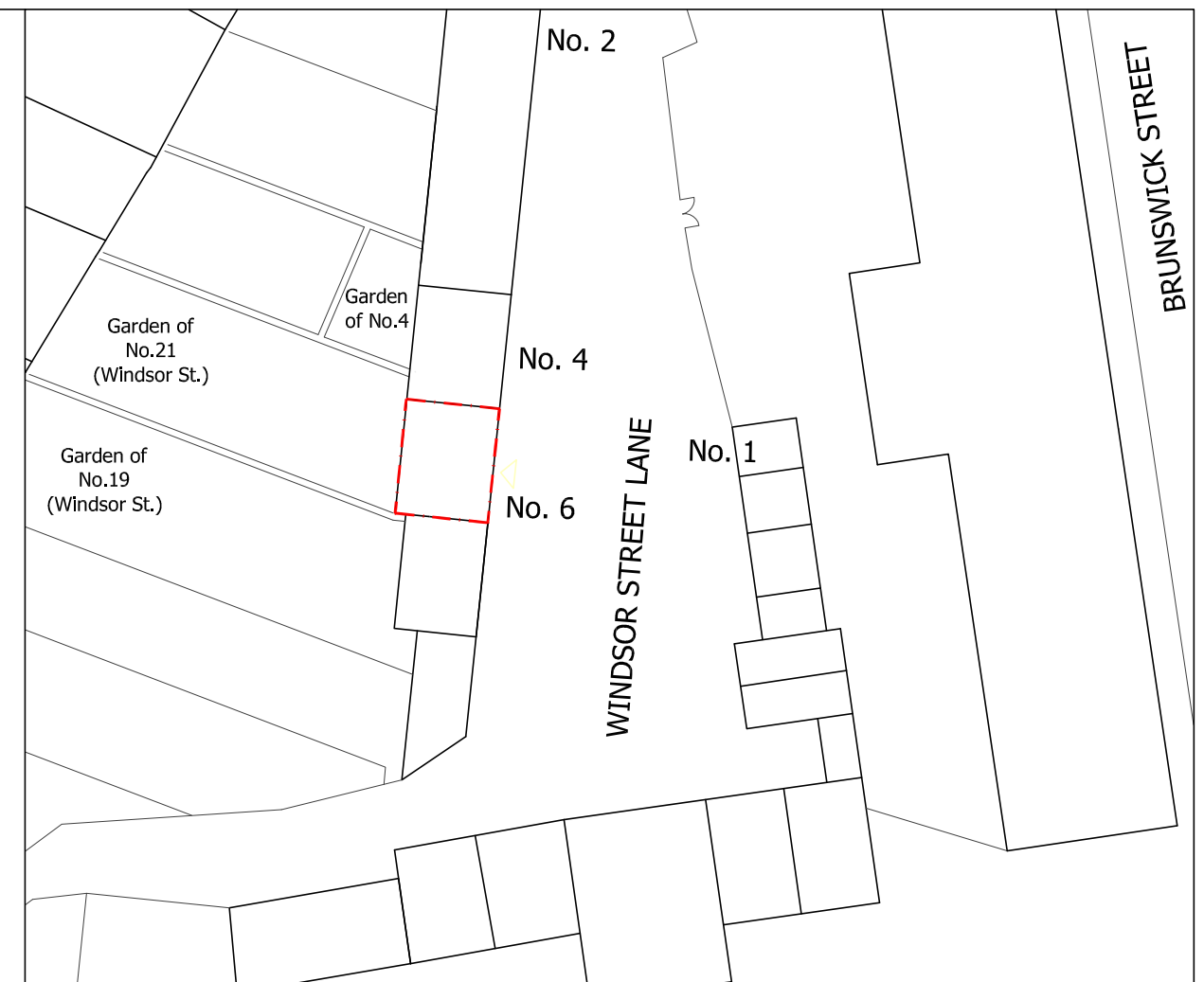
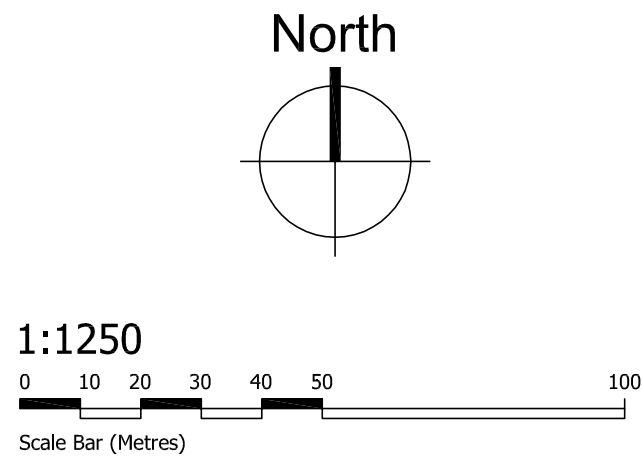
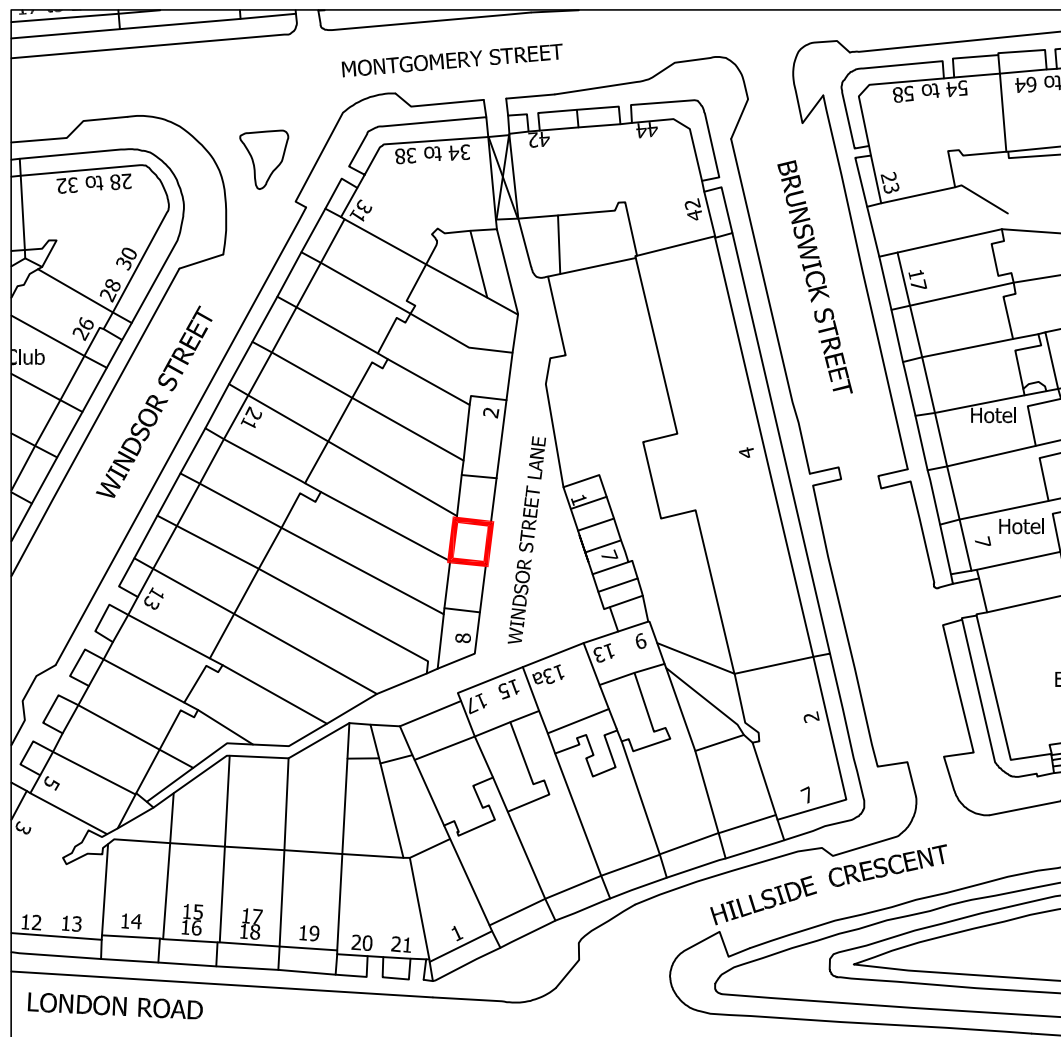
Regarding parking, as described more fully in Section 3.0, it is not expected that the proposal will have a negative impact and any impact would be negligible or equivalent to residents living there.

As the property is currently empty we would submit that this promotes its sustainable function and therefore reflects the intent of the LDP and will make a contribution to the economic prosperity of the city by visitor use of local leisure and shopping services and providing a variety of accommodation types to those visiting the city.

We would comment that the submission of an application reflects the intent of the applicant to be a responsible landlord as the nature of the property and the proposed use do not necessarily require that planning consent be sought.

We trust that the above sets out our position clearly and will allow the application to be supported and we welcome the opportunity to provide additional information as required

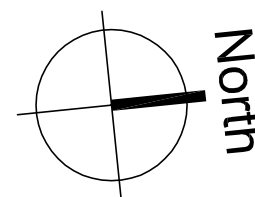
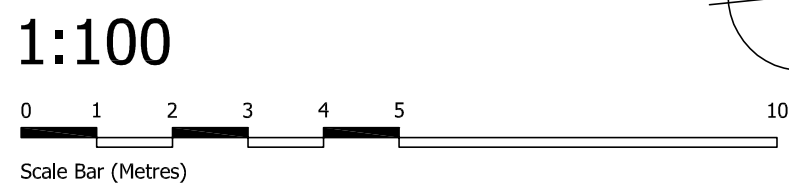
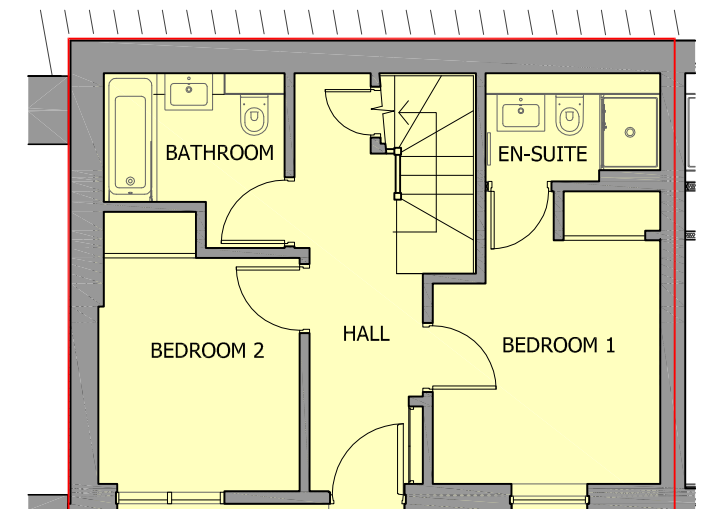
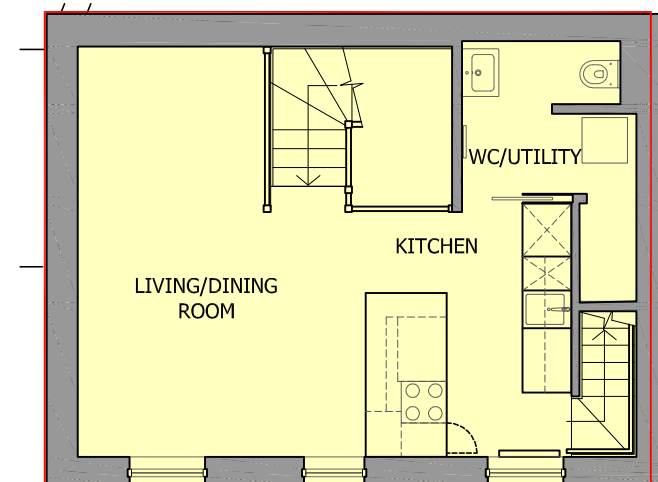
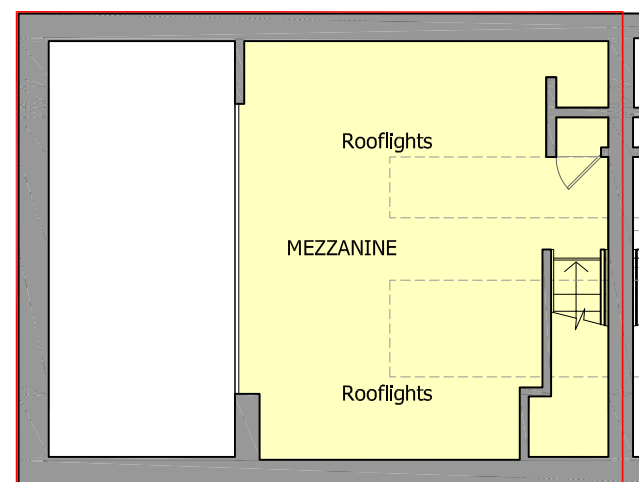





### GIA Summary

Ground Floor	40.5m <sup>2</sup>
First Floor	40.3m <sup>2</sup>
Second Floor Mezz. (Includes some areas with <1.5m headroom)	26.9m <sup>2</sup>

TOTAL: 107.7m<sup>2</sup>



REV.		DESCRIPTION	DATE	DRAWN	CHKD.	STAGE	PLANNING	STATUS	FORMAL	PROJECT	DRAWING TITLE	Chartered architects and interior designers		DATE	APR 2022	SCALE	VAR.@A3	DRAWN	FC	CHECKED	KR
						CLIENT	LOCHSIDE HOMES			6 WINDSOR STREET LANE EDINBURGH, EH7 5JZ	LOCATION, BLOCK & FLOOR PLANS	The Design Place One 39 Braid Farm Road Edinburgh EH10 8LE T: 0131 452 8590 F: 0131 452 8591 admin@krcarchitects.co.uk		CONTRACT No.	1292	DRAWING No.	P3(2-)001	REVISION			
														© KENNETH REID ARCHITECTS - DO NOT SCALE DRAWINGS - ALL DIMENSIONS TO BE CONFIRMED ON SITE							

## Greatbase Terms & Conditions For Self-catering Apartments - Extract

(Updated on 1st December 2021)

### Respect For Others

The hirer, those living with him/her, and his/her visitors must not engage in anti-social behaviour to another person. A person includes anyone in the property, a neighbour, visitor, the Owner, Agent or contractor.

“Anti-social behaviour” means behaving in a way which causes, or is likely to cause, alarm, distress, nuisance or annoyance to any person; or which amounts to harassment of any person; or causes damage to anyone’s property. Harassment of a person includes causing the person alarm or distress. Anti-social behaviour includes speech.

In particular, the hirer, those living with him/her, and his/her visitors must not:

- make excessive noise. This includes, but is not limited to, the use of televisions, CD players, digital media players, radios and musical instruments and DIY and power tools;
- allow visitors to the property to be noisy or disruptive;
- vandalise or damage the Let Property or any part of the common parts or neighbourhood;
- leave rubbish either in unauthorised places or at inappropriate times;
- allow any other person (including children) living in or using the property to cause a nuisance or annoyance to other people by failing to take reasonable steps to prevent this;
- harass any other member of his/her household, visitors, neighbours, family members of the Owner or employees of the Owner or Agent, or any other person or persons in the house, or neighbourhood, for whatever reason. This includes behaviour due to that person’s race colour or ethnic origin, nationality, gender, sexuality, disability, age, religion or other belief, or other status;
- In addition, the hirer, those living with him/her, and his/her visitors must not engage in the following unlawful activities:
  - use or carry offensive weapons;
  - use, sell, cultivate or supply unlawful drugs or sell alcohol;
  - store or bring onto the premises any type of unlicensed firearm or firearm ammunition including any replica or decommissioned firearms.
- use the property or allow it to be used, for illegal or immoral purposes;

- threaten or assault any other member of his/her household, visitors, neighbours, family members of the Owner or employees of the Owner or his Agent, or any other person or persons in the house, or neighbourhood, for whatever reason. The particular prohibitions on behaviour listed above do not in any way restrict the general responsibilities of the hirer.

## Restrictions

1. No animals or pets in the property or garden.
2. The hirer, and his/her party, must not smoke and vaping or to permit visitors and his/her party to smoke tobacco, vaping or any other substance in the property, or out of the windows or using the crockery as an ashtray.
3. No smoking in the property, in stairwells or any other common parts.
4. No candles and incense burners in the property.
5. No party is allowed in the property.

Welcome to

# Windsor Street Lane



6 Windsor Street Lane  
Edinburgh  
EH7 5JZ

# Welcome

Welcome to Windsor Street Lane!  
Please make yourself at home! We're so happy to have you.

Best regards,  
Greatbase Team



Network: BT - ~~MRCT23~~  
Password: ~~ANYONE1234567890x~~



Check-out time: 10:30 a.m.  
Please see our Departure Guide for more info.



Office: +44 131 463 3866  
(Monday - Friday, 10:00 - 5:00)  
Emergency phone: +44 738 396 5005



Please leave your rubbish inside the hallway next to the door. Our cleaners will take care of this for you!  
Please sort your recycling into the recycling boxes provided in the apartment.



Read on for more information on:

- House rules
- Respecting our neighbours
- Minut - Sensor that enhances guest comfort
- Parking, left luggage & recycling
- Tips on reducing your carbon footprint
- Checking out - Departure Guide
- Important phone numbers
- Gentle Reminders
- Our favourite Edinburgh spots - The Greatbase Guide to Edinburgh and Things to do in Edinburgh



# House Rules

Before you settle in and get comfortable, we would like to make you aware of the apartment's House Rules.

Understanding and complying with our house rules helps ensure that antisocial behaviour and disruption to our neighbours is kept to an absolute minimum. It's important to us that our neighbours are safe, and that the property and its surrounding environment is respected.

Please read and fully understand the house rules at the beginning of your stay. If anything is unclear, please contact us at +44 131 463 3866 or +44 738 396 5005 so we can explain in further detail to avoid any misunderstandings.

- Parties, events, and large gatherings of any kind are strictly prohibited at the apartment. All guests must comply with our other house rules regarding noise and the neighborhood. No unregistered guests are allowed.
- Please do not engage in any anti-social behaviour. Guests must not behave in a way which causes, or is likely to cause, alarm, distress, nuisance or annoyance to any person; or which amounts to harassment of any person; or causes damage to anyone's property. This includes high levels of noise and drunken or threatening behaviour, which is strictly prohibited.
- Strictly no smoking in the apartment. Vaping, candles, and incense burners are not allowed. To respect our neighbours, smoking on Windsor Street Lane is not allowed. Discovering guests have been smoking inside the property will also result in loss of the security deposit.
- Please leave your rubbish and recycling in the apartment. Do NOT place your rubbish outside the apartment and along Windsor Street Lane.
- Please be respectful of your neighbours and keep any form of noise to a minimum between the hours of 9:00 pm and 7:30 a.m.
- Please conserve energy by switching off the heating and the lights when they are not in use.
- Please treat the house with the same respect as you would your own home. The landlords have put a lot of effort into making this into a lovely space to be enjoyed by our guests.
- Please inform us of any damages or serious maintenance issues before you leave by messaging us or calling our number below.
- No pets are allowed.
- Be sure to maintain a good level of cleanliness throughout your stay, this will make it much easier when check-out time comes.
- Never leave children unsupervised at our property without any adults.
- Please be sure to ventilate the kitchen after cooking anything that could leave a strong smell behind.

Thank you very much for your thoughtfulness and care!



## Respecting Our Neighbours

Our neighborhood is just as important to us as our vacation rentals. Most of the residents live here full-time, though there may be some other short-term guests staying occasionally.

Please be sure to respect the community and try to keep noise levels to a minimum, especially after dark. By respecting the people and properties around you, your vacation will be more enjoyable.

- Parties, events, and large gatherings of any kind are strictly prohibited in the apartment.
- Please do not engage in any anti-social behaviour. Guests must not behave in a way which causes, or is likely to cause, alarm, distress, nuisance or annoyance to any person; or which amounts to harassment of any person; or causes damage to anyone's property. This includes high levels of noise and drunken or threatening behaviour, which is strictly prohibited.
- Please be respectful of your neighbours and keep any form of noise to a minimum between the hours of 9:00 pm and 7:30 a.m.
- If any neighboring residents report excessive noise or unruly behavior, we may have to evict you from our property and terminate the vacation rental agreement. This could result in loss of your security deposit and rental amount.
- In case of any disputes or neighbour complaints, it's your duty to notify us as soon as reasonably practicable.
- There are designated recycling and bins disposal areas inside the apartment. Please do not throw any trash into neighboring properties.
- While we know there are some really cute pets near our property, their owners would really appreciate it if you don't give them any food!
- Smoking is not allowed anywhere inside the property and along Windsor Street Lane.

## Left Luggage



If you need somewhere to store your luggage while you explore, use our voucher codes to book storage with Stasher, Nannybag and Unbagged.

← Find more details here.

With our special voucher code, you will receive a 10% discount booking with Stasher or Nannybag, so that it only costs £5.40 per bag every 24 hours. You will also find a voucher code to receive a 20% discount to book Unbagged. Unbagged is a good choice if you need to go to another stop before or after collecting your luggage.



# MÎNUT

## Sensor that enhances guest comfort

To ensure you have a wonderful stay, we've equipped this home with a Minut sensor. It monitors noise, occupancy, temperature and humidity, helping us keep our home and our neighborhood safe, healthy and comfortable.

As we respect your privacy, we chose a device that is 100% privacy-safe. Minut is a camera-free all-in-one sensor that helps us make sure you have a wonderful stay and doesn't record any sounds, images, or personal data, so you can rest assured that you're not being watched and make yourself at home! The sensor also minimises neighbor complaints, keeps guests and homes safe, and enhances guest comfort.

If you have any questions, please let us know. We're here to make sure you have an amazing stay.



# Parking Information

If you drive to Edinburgh and need to find a parking bay, please note that there is strictly no parking for more than 10 minutes at the apartment and in Windsor Street Lane. You can unload the baggage temporarily but please DO NOT park your car at Windsor Street Lane for more than 10 minutes as the Association will reserve the right to remove your car without notice.

The nearest multi-storey car park is:

- Q-Park OMNI Car Park at Greenside Row, EH1 3AN
- (13 minutes walk).
- Care Park UK Ltd St James Quarter at St James Crescent. EH1 3AD (16 minutes walk).

For more information, follow this QR code to Greatbase's guide to parking in Edinburgh →



- If you would like to use the on-street parking bays or near Windsor Street Lane, follow this QR code to find the shared use parking bays (brown) and pay and display parking bays (blue) on Edinburgh Council's website by entering the post code EH7 5JZ →



For example, you can use the shared use parking bays (brown) on:

- Brunswick Street,
- Montgomery Street,
- Hillside Street, or
- Hillside Crescent;

or you can use the pay and display parking bays (blue) on :

- London Road,
- Royal Terrace, or
- Gayfield Square.

Using these shared use parking bays (brown) and pay and display parking bays (blue) is free of charge from 5:30 p.m. to the next day at 8:30 a.m. on weekdays and free from Friday from 5:30 p.m. to Monday at 8:30 a.m. Please do not park on Windsor Street Lane because the space is for local residents with long-term parking permit only. Thank you for your kind cooperation.

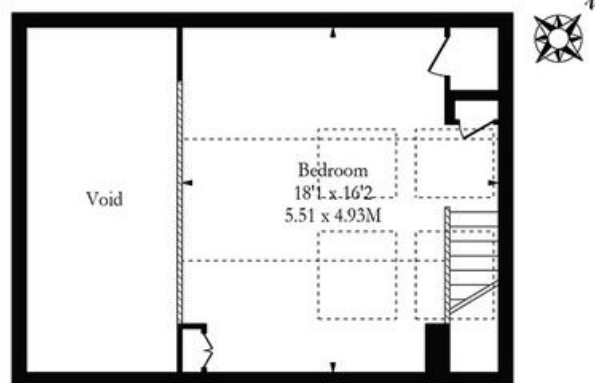


# House Map

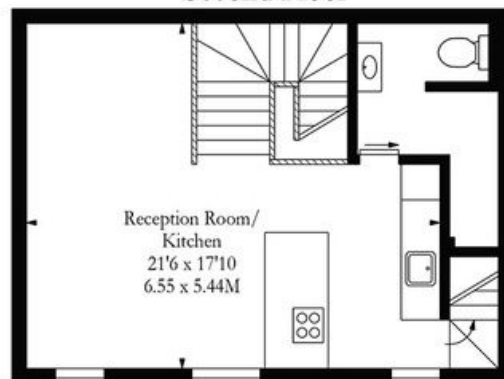
This simple map will show you the organisation of each room and details on its functions. Please kindly note that the area outside the apartment is not part of the amenities of this accommodation.

Additionally, to ensure you have a wonderful stay, we've equipped this home with a Minut sensor. It monitors noise, occupancy, temperature and humidity, helping us keep our home and our neighborhood safe, healthy and comfortable. As we respect your privacy, we chose a device that is 100% privacy-safe. Minut is camera-free and doesn't record any sounds, images or personal data, so you can rest assured that you're not being watched and make yourself at home! If you have any questions, please let us know. We're here to make sure you have an amazing stay.

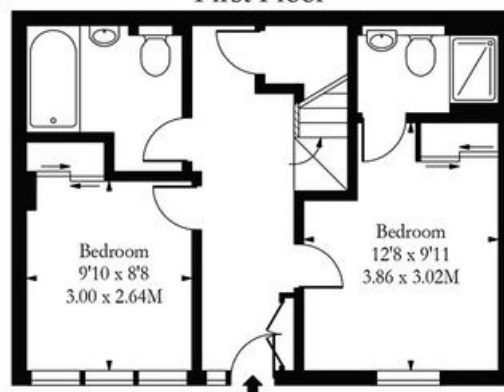
## Windsor Street Lane, EH7



Second Floor



First Floor



Ground Floor



## Why recycle during your holiday trip?

As mentioned in the 'recycle at home guide' prepared by the Edinburgh Council, 'recycling is one step everyone can take to make the planet cleaner and greener and help Edinburgh reduce its emissions to net-zero by 2030. When you recycle or reuse products, it reduces the need to grow, harvest or extract natural resources from the earth, which reduces the damage being done to our natural world. It also saves energy and cuts climate-changing carbon emissions'.

When we recycle, used materials are converted into new products, reducing the need to consume natural resources.

**Therefore, we encourage you to remember 3Rs during your stay:**

- Reduce
- Reuse
- Recycle

We appreciate your efforts to reduce, reuse and recycle materials during your stay in Edinburgh. **Please kindly sort your recycling into the recycling boxes we provide for you in the hallway and the cleaner will take care of your recycling materials on your departure date!** With your consideration, we can help the Scottish Government achieve their targets set out in the Zero Waste Plan of Scotland.

Thank you for saving energy, reducing emissions and minimising the use of natural resources during your stay!





## Tips on Reducing Your Carbon Footprint While Travelling

Reducing your greenhouse gas emissions while traveling is vital to mitigating the effects of climate change. Sustainable travel is also important for supporting the local economy and protecting Scotland's unique landscape and biodiversity.



**Turn off radiators and switch off lights when you leave the flat.**

Minimize energy consumption to reduce emissions.



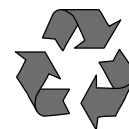
**Explore on foot or by bike to get the most out of your visit!**

Edinburgh is a wonderfully walkable city.



**Take public transport around town.**

Edinburgh is connected by an extensive network of buses, trains, and trams.



**Reduce and recycle your waste.**

Check our guide on 'Why Recycle during your holiday trip'.



**Avoid wasting your food - but compost your food waste.**

Communal food waste bins are also shown on the recycling guide.



**Eat and shop locally to cut down on emissions.**

See the Greatbase Guide to Edinburgh for a list of local shops and restaurants.



## Important Phone Numbers

### REPORT ISSUES

If you experience any problems with your apartment during our office hours of 10 a.m. - 5 p.m., please send a message to **info@greatbase.co.uk** or call the Greatbase office at **+44 131 463 3866**.

If the issue cannot be resolved over the phone, we will send someone to assist you as quickly as possible.

If you have a genuine emergency outwith office hours that cannot wait until the morning, call **+44 738 396 5005**.

### EMERGENCIES

If you need an ambulance, the police, or the fire service, call **999**. For a health emergency, go straight to the Emergency Department (A&E):

- The Emergency Department at the Edinburgh Royal Infirmary - for adults  
51 Little France Crescent, Edinburgh EH16 4TJ  
**+44 131 536 1000**

- The Royal Hospital for Sick Children - for children under the age of 16 years.  
50 Little France Crescent, Edinburgh EH16 4TJ  
**131 536 1000**

### HEALTH SERVICES

If you have an urgent medical problem but it is not a critical emergency, call the 24-hour NHS urgent care service at **111**.

If you are well, but have a question about your health or local NHS services, call the NHS inform helpline at **0800 22 44 88**.

The helpline is open 7 days a week, from 8.00am to 8.00 pm.

# Departure Guide

**We hope you felt at home and enjoyed your stay in Edinburgh. Upon your departure, we would appreciate it if you could follow a few simple steps:**

**Check-out:** Our standard check-out time is 10:30am.

**Switch off:** Greatbase has a green policy. We would be grateful if you could switch off the central heating and all lights and appliances to conserve energy. Please leave the WiFi, fridge and freezer on.

**Cleaning:** While we do not expect you to deep clean the apartment, there are a few basic cleaning tasks that would be greatly appreciated. Before departure, please wash up any dirty dishes and empty the fridge, freezer and dishwasher.

**Bins and recycling:** Please leave your general waste rubbish in a bag in the hallway next to the door. Our cleaners will take care of this for you. Please sort your recycling into the recycling boxes provided in the apartment.

**Damages:** Please message us or call our office number at 0131 463 3866 or 0738 396 5005 to report any damages or serious maintenance issues before leaving so that we have enough time to fix them before the next guests arrive. We rely on you to look after our apartment and its contents as if it was your own home and we will deduct any damage costs from your security deposit.

**Keys:** Once you have left the apartment and are sure you have not left anything behind, please post the keys back through the letterbox so they land on the floor inside the apartment. If there is no letterbox, please leave the keys in the apartment or as instructed during your check-in.

**Windows:** Please close all windows for security and to prevent rain from coming into the property.

**Brochures:** Please do not take home with you any of the brochures, leaflets or maps provided in the apartment. They are there to help all guests make the most of their visit to Edinburgh.

**Guestbook:** Finally, please leave a comment in the guestbook or a review on Google for Greatbase. We'd love to hear what you think and any suggestions you may have, so we can continue to improve the service we offer.

**Thank you for choosing to stay with us. We hope to see you back in Edinburgh soon!**



# Just A Gentle Reminder

Parties, events, and large gatherings of any kind are strictly prohibited at the apartment.

Please be respectful of your neighbours and keep any form of noise to a minimum between the hours of 9:00 pm and 7:30 a.m.

Please close the doors quietly and ensure they are securely closed after use.



Please Do NOT place your rubbish outside the apartment or anywhere in the courtyard of Windsor Street Lane at any time.

Please leave your rubbish inside the hallway next to the door. Our cleaners will take care of this for you!  
Please sort your recycling into the recycling boxes provided in the apartment.

If you have a genuine emergency outwith office hours that cannot wait until the morning, call +44 738 396 5005 for assistance. Thank you for your kind cooperation. Have a wonderful stay!

# Just A Gentle Reminder



**No  
smoking**



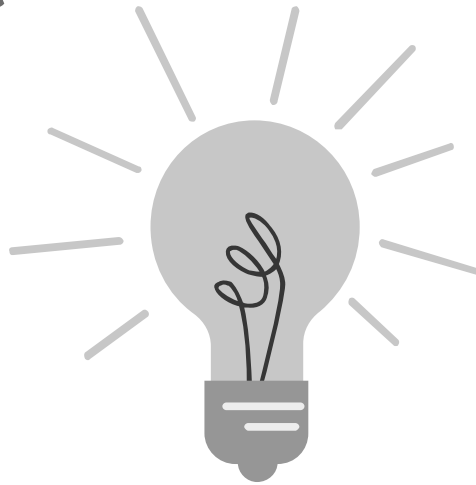
**No  
electronic  
cigarettes**

We hope you're enjoying your stay. We'd like to remind you that this accommodation has a strict no-smoking policy both inside and outside of the building and along Windsor Street Lane.

Please be considerate of our neighbours.

Many thanks and we hope you  
have a wonderful stay.

Please Save Energy



Please turn off the lights on your way  
out the door.



On your departure day, please turn  
the dials on the radiators to zero.

Thank you!



# The Greatbase Guide to Edinburgh

## RESTAURANTS

---

### Aizle

Modern Scottish restaurant serving a seasonal tasting menu with local ingredients.  
38 Charlotte Square, Edinburgh EH2 4HQ  
0131 527 4747

### Dusit

Contemporary Thai cuisine combining authentic flavors with Scottish produce.  
49A Thistle St, Edinburgh EH2 1DY  
0131 220 6846

### HongFu Noodle Bar

Popular spot for Chinese dumplings, noodles and dim sum, including a vegetarian menu.  
3-7 Waterloo Pl, Edinburgh EH1 3BG  
0131 556 7597

### Kim's Mini Meals

Warm, welcoming, family-run and Michelin-recommended Korean restaurant.  
5 Buccleuch St, Edinburgh EH8 9JN  
0131 629 7951

### Mother India's Café

Informal Indian dining with a tapas concept near the National Museum in Old Town.  
3-5 Infirmary St, Edinburgh EH1 1LT  
0131 524 9801

### The Palmerston

A classic restaurant with excellent breakfast pastries and a daily-changing menu.  
1 Palmerston Pl, Edinburgh EH12 5AF  
0131 220 1794

### Six by Nico Edinburgh

Serving a six course tasting menu with a unique theme that changes every six weeks.  
97 Hanover St, Edinburgh EH2 1DJ  
0131 225 5050

### Chez Jules

Cheap and cheerful French classics with a cosy, candlelit atmosphere.  
109 Hanover St, Edinburgh EH2 1D  
0131 226 6992

### The Fishmarket

Edinburgh's best fish and chips—restaurant and takeaway at Newhaven Harbour.  
23A Pier Pl, Edinburgh EH6 4LP  
0131 552 8262

### Kanpai Sushi

High quality sushi and wagyu beef right next to Usher Hall in the city centre.  
8-10 Grindlay St, Edinburgh EH3 9AS  
0131 228 1602

### La Locanda

Classic Italian restaurant, café and wine bar with outdoor seating in Old Town.  
61 Cockburn St, Edinburgh EH1 1BS  
0131 622 7447

### MUMS Great Comfort Food

Retro-style diner serving traditional, hearty British food with gourmet sausages.  
4A Forrest Rd, Edinburgh EH1 2QN  
0131 260 9806

### Sichuan House

Popular spot for Chinese food and Sichuan cooking near Greyfriars Kirkyard.  
37-39 George IV Bridge, Edinburgh EH1 1EL  
0131 225 5991

### White Horse Oyster Bar

Beautiful seafood and shellfish served in the oldest inn on the Royal Mile.  
266 Canongate, Edinburgh EH8 8AA  
0131 629 5300

## BREAKFAST, LIGHT BITES & COFFEE

---

### The Edinburgh Larder

Café with artisan coffee and seasonal, locally sourced ingredients for breakfast and lunch.  
33A George St, Edinburgh EH2 2HN  
0131 556 6922

### Leo's Beanery

Dependable daytime coffee shop with breakfast, lunch, cakes, and outdoor seating.  
23A Howe St, Edinburgh EH3 6TF  
0131 556 8403

### Sprio

Café with artisan coffee and seasonal, locally sourced ingredients for breakfast and lunch.  
33A George St, Edinburgh EH2 2HN

### Hula Juice Bar & Healthy Eatery

Fresh drinks, coffee, smoothie bowls, and light, healthy breakfast and lunch options.  
103-105 W Bow, Edinburgh EH1 2JP  
0131 220 1121

### The Pantry

Popular Stockbridge brunch spot—definitely book ahead of time.  
1 N W Circus Pl, Edinburgh EH3 6ST  
0131 629 0206

### Wellington Coffee

Conveniently located coffee shop with big scones and good flat whites.  
33A George St, Edinburgh EH2 2HN

## DRINKS

---

### Devil's Advocate

Cocktails and an extensive whisky collection in a scenic close by the Royal Mile.  
9 Advocate's Cl, Edinburgh EH1 1ND  
0131 225 4465

### The Hanging Bat

Quirky craft beer bar with its own microbrewery on-site.  
133-135 Lothian Road, Edinburgh EH3 9AD  
0131 229 0759

### The Last Word

Cosy Stockbridge saloon with a warm fire, single malt whiskies, and cocktails.  
44 St Stephen St, Edinburgh EH3 6AL  
0131 225 9009

### The Royal Oak

Lively 200-year-old pub and a famous venue for folk music.  
1 Infirmary St, Edinburgh EH1 1LT  
0131 557 2976

### The Bow Bar

Classic pub with over 300 whiskies in a beautiful part of Old Town.  
80 W Bow, Edinburgh EH1 2HH  
0131 226 7667

### Kay's Bar

Traditional Victorian pub hidden away in the heart of Edinburgh's New Town.  
39 Jamaica St, Edinburgh EH3 6HF  
0131 225 1858

### Panda & Sons

Speakeasy-style cocktail bar disguised as a vintage barbershop.  
79 Queen St, Edinburgh EH2 4NF  
0131 220 0443

### St Vincent Bar

Cozy pub just around the corner of picturesque Circus Lane in Stockbridge.  
11 St Vincent St, Edinburgh EH3 6SW  
0131 226 3017

## AFTERNOON TEA & DESSERT

---

### Clarinda's Tearoom

Home-baked scones and cakes in a cosy floral-wallpapered room—just like gran's.  
69 Canongate, Edinburgh EH8 8BS  
0131 557 1888

### The Dome

Elegant afternoon tea served every day in a splendid Georgian tea room.  
14 George St, Edinburgh EH2 2PF  
0131 624 8624

### Lovecrumbs

Handmade cakes, pastries, and artisan coffee in a quirky space.  
155 West Port, Edinburgh EH3 9DP  
0131 629 0626

### Coro's Chocolate Cafe

Casual café serving various chocolates, waffles, fondues, pancakes and crepes.  
13 Frederick St, Edinburgh EH2 2EY  
0131 225 4477

### The Colonnades

Posh afternoon tea set amidst the fluted columns of the Signet Library.  
Parliament Square, Edinburgh EH1 1RF  
0131 226 1064

### Prestonfield House

Take your tea in a luxury gothic tea house—or even in the rose gardens during summertime.  
Prestonfield House, Edinburgh EH16 5UT  
0131 225 7800

### La Barantine

Classic French patisserie and artisanal desserts with espresso.  
89 W Bow, Edinburgh EH1 2JP  
0131 226 4927

### Mary's Milk Bar

Incredible handmade gelato and artisan chocolates—always worth waiting in line for.  
19 Grassmarket, Edinburgh EH1 2HS

## SPECIALTY SHOPS

---

### Valvona & Crolla

Italian deli stocking produce, meats, cheeses, fresh pasta, pastries, bread and wines.  
19 Elm Row, Edinburgh EH7 4AA  
0131 556 6066

### IJ Mellis Cheesemongers

Farmhouse and artisan cheeses available in several locations across Edinburgh.  
5 Bakers Place, Edinburgh EH3 6SY  
0131 447 8889

### Smith & Gertrude

Wine bar and shop with a finely curated selection and delivery service.  
26 Hamilton Pl, Edinburgh EH3 5AU  
0131 629 6280

### Herbie of Edinburgh

Charcuterie, cheeses, bread, preserves, and excellent chicken liver pate.  
66 Raeburn Pl, Edinburgh EH4 1HJ  
0131 332 9888

### Twelve Triangles

Slow fermented sourdough, pastries and coffee at several locations across Edinburgh.  
50 Dalry Rd, Edinburgh EH11 2BA  
0131 629 0500

### Cadenheads

Scotland's oldest independent bottler and Edinburgh's best whisky shop.  
172 Canongate, Edinburgh EH8 8DF  
0131 556 5864

Greatbase Apartments

info@greatbase.co.uk • 0131 463 3866 • www.greatbase.co.uk

## FLORISTS

---

### Narcissus Flower Shop

87 Broughton St, Edinburgh EH1 3RJ  
0131 478 7447

### Rogue Flowers

5A William St, Edinburgh EH3 7NG  
0131 226 4999

## SUPERMARKETS

---

### Sainsburys Local

35 Deanhaugh St, Edinburgh EH4 1LR  
28 Howe St, Edinburgh EH3 6TG  
9-10 St Andrew Square, Edinburgh EH2 2AF

### Tesco Express

141 Princes St, Edinburgh EH2 4BL  
8 Picardy Pl, Edinburgh EH1 3JT  
30 Dundas St, Edinburgh EH3 6JN

### M&S Food Hall

54 Princes St, Edinburgh EH2 2DQ

### Tesco Superstore

7 Broughton Rd, Edinburgh EH7 4EW

### Real Foods

37 Broughton St, Edinburgh EH1 3JU

### Touch of Poland

66 S Clerk St, Edinburgh EH8 9PT

### Starlight Chinese Supermarket

25 Clerk St, Newington, Edinburgh EH8 9JH

### Maycheelin Asian Supermarket

67 Holyrood Rd, Edinburgh EH8 8AU

### PCY Oriental

199-201 Leith Walk, Edinburgh EH6 8NX

### Waitrose & Partners

38 Comely Bank Rd, Edinburgh EH4 1AW

## FARMERS' MARKETS

---

### Edinburgh Farmers' Market

Every Saturday, 9 am - 2 pm.  
Castle Terrace, Edinburgh EH1 2EN

### Grassmarket Market

Every Saturday, 10 am - 5 pm.  
Grassmarket, Edinburgh EH1 2HS

### Stockbridge Market

Every Sunday, 10 am - 4 pm.  
Jubilee Gardens, Edinburgh EH3 6TQ

### Leith Market

Every Saturday, 10 am - 4 pm.  
Dock Place, Edinburgh EH6 6LU

## SHOPPING CENTRES

---

### St James Quarter

Galleria-style retail shopping centre.  
St James Square, Edinburgh EH1 3AD

### Waverley Market

Shopping centre next to Waverley Station.  
3/48 Waverley Bridge, Edinburgh EH1 1BQ

### Ocean Terminal

Waterfront shopping centre & cinema.  
74 Ocean Dr, Leith, Edinburgh EH6 6JJ

### Livingston Designer Outlet

Large outlet mall with over 70 stores.  
Almondvale Ave, Livingston EH54 6QX



## TAXIS

---

Central Taxis  
0131 229 2468  
[taxis-edinburgh.co.uk](http://taxis-edinburgh.co.uk)

Capital Cars  
0131 777 7777  
[capitalcarsscotland.co.uk](http://capitalcarsscotland.co.uk)

City Cabs  
0131 228 1211  
[citycabs.co.uk](http://citycabs.co.uk)

All the Fives  
0131 555 5555  
[allthefives.taxi](http://allthefives.taxi)

## MULTI-STOREY CAR PARKS

---

NCP Castle Terrace  
Castle Terrace, Edinburgh EH1 2EW

Edinburgh Waverley Car Park  
New St, Edinburgh EH1 1BB

Q-Park OMNI  
Greenside Row, Edinburgh EH1 3AN

NCP Holyrood  
2 Viewcraig Gardens, Edinburgh EH9 9UL

St James Quarter  
St James' Pl, Edinburgh EH1 3BP

Q-Park Quartermile  
Simpson Loan, Edinburgh EH3 9AU

## LUGGAGE STORAGE

---

Stasher  
Centrally located StashPoints for £5.40 per bag per day using our code GREATBASE.  
[Greatbase.co.uk/stasher](http://Greatbase.co.uk/stasher)

Nannybag  
Locations across Edinburgh. Book via our link below with code GB10 for 10% off.  
[Greatbase.co.uk/nannybag](http://Greatbase.co.uk/nannybag)

Unbagged  
Luggage pick-up and delivery to your destination. Use code EDIN20 for 20% off.  
[Unbagged.com](http://Unbagged.com)

Edinburgh Bus Station  
Cheaper than the train station, with many lockers available in various sizes.  
Elder Street, Edinburgh EH1 3DQ

## LAUNDRETTES

---

Johnsons The Cleaners  
5 Drumsheugh Place, EH3 7PT  
0131 225 8077

Elite Drycleaners  
5 Leven St, EH3 9LH  
0131 261 7037

City Laundry & Ironing Services  
32 Dalry Rd, EH11 2BA  
0131 466 4595

Raeburn Laundrette  
59 Raeburn Laundrette  
0131 343 3399



## Things to Do in Edinburgh

### HISTORICAL LANDMARKS

---

#### Edinburgh Castle

Iconic stronghold standing on Castle Rock.  
*Castlehill, Edinburgh EH1 2NG*

#### Royal Mile

Historic high street connecting Holyrood Palace to Edinburgh Castle.

#### Grassmarket

Lively historic marketplace neighborhood, once the site of public executions.

#### Royal Yacht Britannia

The Queen's former royal yacht.  
*Ocean Dr, Leith, Edinburgh EH6 6JJ*

#### Craigmillar Castle

Medieval residence to Mary, Queen of Scots.  
*Craigmillar Castle Rd, Edinburgh EH16 4SY*

#### Palace of Holyroodhouse

The Queen's official residence in Scotland.  
*Canongate, Edinburgh EH8 8DX*

#### St Giles' Cathedral

900 year old cathedral on the Royal Mile.  
*High St, Edinburgh EH1 1RE*

#### Greyfriars Bobby

Statue of a loyal 19th century Skye terrier.  
*26A Candlemaker Row, Edinburgh EH1 2QE*

#### Scott Monument

Victorian Gothic monument to Walter Scott.  
*Princes St Gardens, Edinburgh EH2 2EJ*

#### Rosslyn Chapel

As featured in the novel *The Da Vinci Code*.  
*Chapel Loan, Roslin EH25 9PU*

### PICTURESQUE PLACES

---

#### Arthur's Seat & Holyrood Park

Great views and fresh air for all.  
*Queen's Dr, Edinburgh EH8 8HG*

#### Dunbar's Close

Secret 17th century garden off the Royal Mile.  
*137 Canongate, Edinburgh EH8 8BW*

#### The Water of Leith

A beautiful riverside footpath that runs from Leith through Edinburgh to Balerno.

#### The Meadows

Don't miss the springtime cherry blossoms!  
*Melville Dr, Edinburgh EH9 1ND*

#### The Pentland Hills

Excellent hillwalking, views, and reservoir paths, not far from the city centre.

#### South Queensferry

Take in the sight of the three Forth Bridges and catch a ferry to Inchcolm Island.

#### Calton Hill

Central cluster of historic monuments at the end of Princes St with great skyline views.

#### Royal Botanic Gardens

Beautiful, spacious gardens with free entry.  
*Arboretum Pl, Edinburgh EH3 5NY*

#### Dean Village

An idyllic hamlet along the Water of Leith.  
*Dean Path, Edinburgh EH4 3AY*

#### Portobello Beach

Charming seaside suburb with lively beach & boardwalk; a favorite of local swimmers.

#### Cramond Island

A small island in the Firth of Forth that can only be reached on foot at low tide.

#### Inchcolm Island

'Iona of the East' - site of an Augustinian abbey dating back to the 12th century.

## FUN FOR FAMILIES

### Edinburgh Zoo

Home to Europe's largest penguin pool.  
*134 Corstorphine Rd, Edinburgh EH12 6TS*

### The Edinburgh Dungeon

Thrilling interactive ride with live actors.  
*31 Market St, Edinburgh EH1 1DF*

### Gorgie Farm

Friendly urban farm in the centre of Edinburgh.  
*51 Gorgie Rd, Edinburgh EH11 2LA*

### Wonder World Soft Play

Scotland's biggest softplay.  
*377 Easter Rd, Edinburgh EH6 8HU*

### Camera Obscura

5 floors of optical illusions on Castlehill.  
*Royal Mile, Edinburgh EH1 2ND*

### Dynamic Earth

Planetarium and scientific exhibits.  
*Holyrood Rd, Edinburgh EH8 8AS*

### Craigies Pick-Your-Own

Pick your own berries, apples, and pumpkins.  
*West Craigie Farm, Queensferry EH30 9AR*

### Tenpin Edinburgh

Modern bowling centre and arcade.  
*Fountain Park, Dundee St, Edinburgh EH11 1AW*

## MUSEUMS & GALLERIES

### National Museum of Scotland

Natural history and Scottish culture.  
*Chambers St, Edinburgh EH1 1JF*

### National Gallery of Modern Art

Scotland's modern art collection.  
*75 Belford Rd, Edinburgh EH4 3DR*

### Surgeons' Hall Museum

Collections on pathology and surgery.  
*Nicolson St, Edinburgh EH8 9DW*

### The People's Story Museum

On the stories of Edinburgh's working-class.  
*163 Canongate, Edinburgh EH8 8BN*

### Scottish National Gallery

Scotland's national collection of fine art.  
*The Mound, Edinburgh EH2 2EL*

### St Cecilia's Hall & Music Museum

Houses the university's instrument collection.  
*50 Niddry Street, Edinburgh EH1 1LG*

### Fruitmarket Gallery

A free public space for contemporary art.  
*45 Market St, Edinburgh EH1 1DF*

### Museum on the Mound

On money, coinage, and economics.  
*The Mound, Edinburgh EH1 1YZ*

## CINEMAS

### Edinburgh Filmhouse

Arthouse cinema with cafe and bar showing British and foreign releases.  
*88 Lothian Rd, Edinburgh EH3 9BZ*  
*0131 228 2688*

### Dominion Cinema

Independent Art Deco cinema showing mainstream movies with comfortable seats.  
*Newbattle Terrace, Edinburgh EH10 4RT*  
*0131 447 4771*

### The Cameo

Century-old cinema and bar showing indie, cult, foreign, and blockbuster releases.  
*88 Lothian Rd, Edinburgh EH3 9BZ*  
*0131 228 2688*

### Vue Cinema - Omni Centre

Mainstream releases shown in the city centre.  
*61/11 Greenside Pl, Leith St, Edinburgh EH1 3AU*  
*0345 308 4620*

## Use-Plan in vicinity of Windsor Street Lane

Purpose to identify existing operations that impact the living conditions and amenity currently experienced by nearby residents

No6 Windsor Street Lane

Access gate for parking lot for 40 flats on Brunswick Street



No 11 Brunswick Street (Hotel)

Brunswick Hotel

Pure City Stay (Self Catering Apartments)

IQ Student Accommodation

Busy Commercial Garage plus Private Lock-ups active day and evenings



Two Hillside Crescent (B&B)

Playfair House Hotel

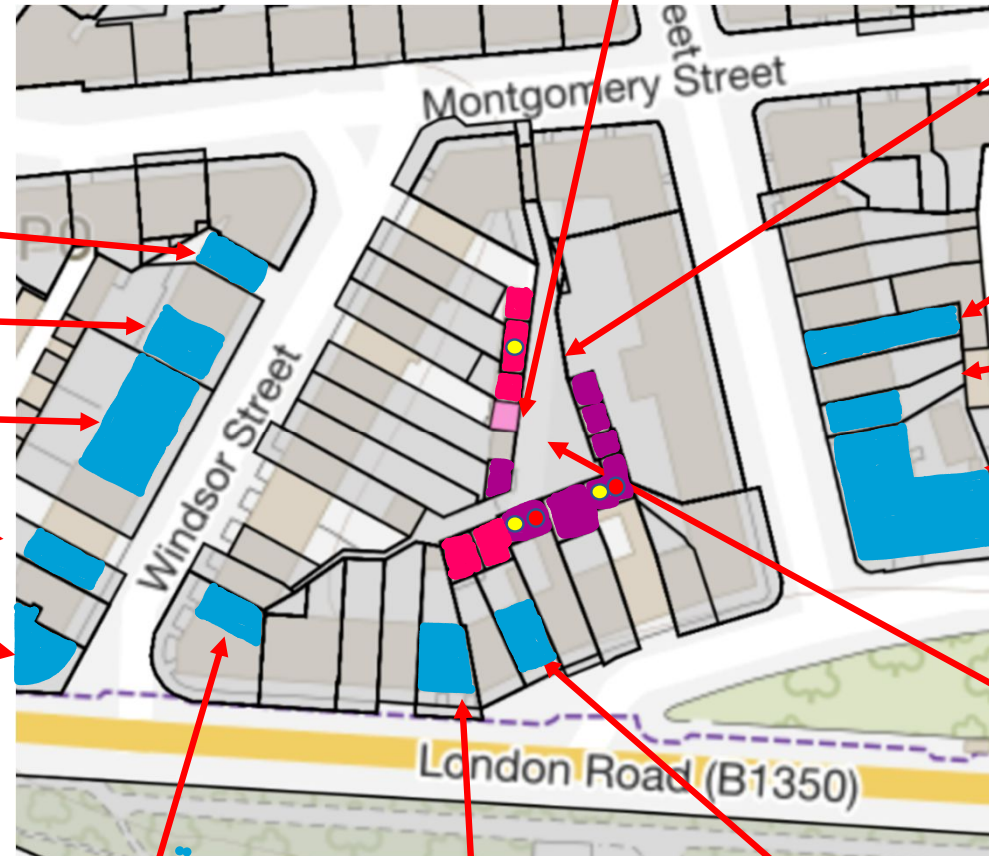
Lantern House Guest House

Lyncliff Hotel

Cairn Hotel

Windsor Street Apartments

Hanover House Hotel



Hotels and B&Bs

Commercial

Residential

Residential above Commercial

Residential (Tenanted)

Kenneth Reid Architects.  
39 Braid Farm Road  
Edinburgh  
EH10 6LE

Lochside Homes Ltd.  
19 Rutland Square  
Edinburgh  
EH1 2BB

**Decision date: 12 September 2022**

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

Change of use from mews dwelling (Class 9) to short term let visitor accommodation.  
At 6 Windsor Street Lane Edinburgh EH7 5JZ

**Application No: 22/02463/FUL**

**DECISION NOTICE**

With reference to your application for Planning Permission registered on 9 May 2022, this has been decided by **Local Delegated Decision**. The Council in exercise of its powers under the Town and Country Planning (Scotland) Acts and regulations, now determines the application as **Refused** in accordance with the particulars given in the application.

Any condition(s) attached to this consent, with reasons for imposing them, or reasons for refusal, are shown below;

**Conditions:-**

**Reasons:-**

1. The proposal is contrary to the Local Development Plan Policy Hou 7 in respect of Inappropriate Uses in Residential Areas, as the use of the property as a short stay let will have a materially detrimental effect on the living conditions and amenity of nearby residents.

Please see the guidance notes on our [decision page](#) for further information, including how to appeal or review your decision.

Drawings 01., represent the determined scheme. Full details of the application can be found on the [Planning and Building Standards Online Services](#)

The reason why the Council made this decision is as follows:

The proposal is acceptable with regard to Sections 59 and 64 of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 as it will not harm the listed building, or its setting and it will preserve or enhance the character or appearance of the conservation area.

The proposal will have a materially detrimental effect on the living conditions and amenity of nearby residents. It does not comply with LDP policy Hou 7 or with the objectives of SPP, as it will not contribute towards sustainable development. There are no material considerations that outweigh this conclusion.

This determination does not carry with it any necessary consent or approval for the proposed development under other statutory enactments.

Should you have a specific enquiry regarding this decision please contact Laura Marshall directly at [laura.marshall@edinburgh.gov.uk](mailto:laura.marshall@edinburgh.gov.uk).



**Chief Planning Officer**  
**PLACE**  
**The City of Edinburgh Council**

## NOTES

1. If the applicant is aggrieved by the decision to refuse permission for or approval required by a condition in respect of the proposed development, or to grant permission or approval subject to conditions, the applicant may require the planning authority to review the case under section 43A of the Town and Country Planning (Scotland) Act 1997 within three months beginning with the date of this notice. The Notice of Review can be made online at [www.eplanning.scot](http://www.eplanning.scot) or forms can be downloaded from that website. Paper forms should be addressed to the City of Edinburgh Planning Local Review Body, G.2, Waverley Court, 4 East Market Street, Edinburgh, EH8 8BG. For enquiries about the Local Review Body, please email [localreviewbody@edinburgh.gov.uk](mailto:localreviewbody@edinburgh.gov.uk).

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



# Report of Handling

**Application for Planning Permission**  
**6 Windsor Street Lane, Edinburgh, EH7 5JZ**

**Proposal: Change of use from mews dwelling (Class 9) to short term let visitor accommodation.**

**Item – Local Delegated Decision**  
**Application Number – 22/02463/FUL**  
**Ward – B12 - Leith Walk**

## **Recommendation**

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

## **Summary**

The proposal is acceptable with regard to Sections 59 and 64 of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 as it will not harm the listed building, or its setting and it will preserve or enhance the character or appearance of the conservation area.

The proposal will have a materially detrimental effect on the living conditions and amenity of nearby residents. It does not comply with LDP policy Hou 7 or with the objectives of SPP, as it will not contribute towards sustainable development. There are no material considerations that outweigh this conclusion.

## **SECTION A – Application Background**

### **Site Description**

The application property is a recently completed mews development (Class 9 use) and is located within Windsor Street Lane. The building was completed (along with its immediate neighbour No. 04) in 2021. The building is two storey in height and has a main door access from the lane.

The site is accessed via a pend from Montgomery Street and the lane is a cul-de-sac, serving residential mews and vehicle repair workshops.

The site is within the setting of a category A listed properties (No. 5-29) on Windsor Street (date of listing: 16/12/1965, reference: LB29942).

The site is within the New Town Conservation Area and is part of a World Heritage Site.

### **Description Of The Proposal**

The application is for a change of use from mews dwelling (Class 9) to short term let visitor accommodation (sui generis use).

### **Supporting Information**

- Supporting statement

### **Relevant Site History**

No relevant site history.

### **Other Relevant Site History**

Since 1998, the site has had a long repeated history of planning permission granted to demolish the former derelict building on the site and to erect two traditional mews development in its place. The following is the most recent planning permission:

10 January 2020 - Planning permission granted to remove derelict two storey house and replace with 2no. mews house units on site and adjoining gap site. Per consented applicaiton ref: 17/00890/FUL with minor adjustments (application number 19/05028/FUL).

### **Consultation Engagement**

No consultations.

### **Publicity and Public Engagement**

**Date of Neighbour Notification:** 12 September 2022

**Date of Advertisement:** 3 June 2022

**Date of Site Notice:** 3 June 2022

**Number of Contributors:** 3

## **Section B - Assessment**

### **Determining Issues**

Due to the proposals relating to a listed building(s) and being within a conservation area, this report will first consider the proposals in terms of Sections 59 and 64 of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 (the "1997 Heritage Act"):

a) Is there a strong presumption against granting planning permission due to the proposals:

- (i) harming the listed building or its setting? or
- (ii) conflicting with the objective of preserving or enhancing the character or appearance of the conservation area?

b) If the strong presumption against granting planning permission is engaged, are there any significant public interest advantages of the development which can only be delivered at the scheme's proposed location that are sufficient to outweigh it?

This report will then consider the proposed development under Sections 25 and 37 of the Town and Country Planning (Scotland) Act 1997 (the 1997 Act):

If the proposal is in accordance with the development plan the determination should be to grant planning permission unless material considerations indicate otherwise?

If the proposal is not in accordance with the development plan the determination should be refuse planning permission unless material considerations indicate otherwise?

In the assessment of material considerations this report will consider:

- the Scottish Planning Policy presumption in favour of sustainable development, which is a significant material consideration due to the development plan being over 5 years old;
- equalities and human rights;
- public representations; and
- any other identified material considerations.

## **Assessment**

To address these determining issues, it needs to be considered whether:

### **a) The proposals harm the listed building and its setting?**

The following HES guidance is relevant in the determination of this application:

- Managing Change in the Historic Environment: Setting

Managing Change in the Historic Environment: Setting sets out the principles that apply to developments affecting the setting of historic assets or places including listed buildings and conservation areas. It includes factors to be considered in assessing the impact of a change on the setting.

The site is a part of recently completed mews development where impact on the setting of listed buildings was addressed under previous planning permissions. There are no external or internal alterations proposed as part of the proposed change of use. As such, the proposal will not have an adverse impact on or cause harm to the listed building. The setting of the listed building and the setting of neighbouring listed buildings will be unaffected by the proposal.

The proposed change of use does not involve external or internal alterations. The change of use therefore will not have a material impact on the special interest of the listed buildings.

## **Conclusion in relation to the listed building**

The proposal will not harm the listed building or its setting. The proposal is acceptable with regard to Section 59 of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997.

**b) The proposals harm the character or appearance of the conservation area?**

The site is located within the New Town Conservation Area. The character appraisal states the following:

*A planned urban concept of European significance, the New Town has an overriding character of Georgian formality. The First New Town, built to James Craig's 1767 plan, has experienced significant redevelopment, while the Second, Third and Fourth New Towns, which were laid out on estates to the north, east and west retain most of their original buildings. Stone built terrace houses and tenements, built to the highest standards, overlook communal private gardens; to the rear are lanes with mews buildings, many of which are now in housing use. The importance of the area therefore lies in the formal plan layout of buildings, streets, mews and gardens and in the quality of the buildings themselves. Many of the New Town's buildings are listed category 'A' of national importance and the area contains some of the city's finest interiors.*

The proposed change of use does not involve external or internal alterations. Windsor Street Lane has a mix of uses, including residential and light commercial uses (vehicle repair workshops). The change of use to a short-stay commercial visitor accommodation (SCVA) will not harm the character of the conservation area.

There are no external alterations and the development preserves both the character and appearance of the conservation area. The change of use from a residential premises to a short-term let will not have any material impact on the character of the conservation area. The change of use would preserve the appearance of the conservation area.

**Conclusion in relation to the conservation area**

The proposal is acceptable with regard to Section 64 of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997.

**c) The proposals comply with the development plan?**

The development plan comprises the Strategic and Local Development Plans. The relevant Edinburgh Local Development Plan 2016 (LDP) policies to be considered are:

- LDP Environment policies Env 1, Env 4 and Env 6
- LDP Housing policies Hou 7
- LDP Transport policies Tra 2 and Tra 3

The non-statutory 'Listed Buildings and Conservation Area' guidance is a material consideration that is relevant when considering policies Env 4 and Env 6.

Listed Building

The impact on the setting of nearby listed buildings has been considered above in section (a). It was concluded that the proposal will not impact on the special interest of the listed building settings. The proposal therefore complies with LDP policy Env 4.

Conservation Area

The impact on the character and appearance of the conservation area has been considered above in section (a). It was concluded that the proposal will not result in adverse harm to the character and appearance of the conservation area. The proposal therefore complies with LDP Policy Env 6.

### World Heritage

The introduction of a short-term visitor accommodation in this location will not harm the inscription of the Old and New Town as a World Heritage Site in terms of understanding and appreciating what makes the Site special. The proposal therefore complies with LDP policy Env 1.

### Principle

The application site is situated in the urban area as defined in the adopted Edinburgh Local Development Plan (LDP).

The main policy that is applicable to the assessment of short-stay commercial visitor accommodation (SCVA) is LDP policy Hou 7 (Inappropriate Uses in Residential Areas) which states that developments, including changes of use which would have a materially detrimental impact on the living conditions of nearby residents, will not be permitted.

The non-statutory Guidance for Businesses sets out a number of criteria that are considered in an assessment of the materiality of a change of use of dwellings to a SCVA:

- The character of the new use and of the wider area;
- The size of the property;
- The pattern of activity associated with the use including numbers of occupants, the period of use, issues of noise, disturbance and parking demand; and
- The nature and character of any services provided.

Paragraph 220 of the LDP acknowledges that tourism is the biggest source of employment in Edinburgh, providing jobs for over 31,000 people. Whilst there is not a specific LDP policy relating to the jobs created through the required care, maintenance and upkeep of SVCA properties, the economic benefits are a material planning consideration.

The property is a self-contained unit with a main door access from the lane and has no private outdoor amenity space. The property has two formal bedroom areas. The accommodation layout, however, including the open plan living room and mezzanine level, would be capable of accommodating up to eight or more related or unrelated visitors to arrive and stay at the premises for a short period of time on a regular basis in a manner dissimilar to that of permanent residents. There is also no guarantee that guests would not come and go frequently throughout the day and night and transient visitors may have less regard for neighbours' amenity than long standing residents. Due to the size of the property, the proposed change of use to a SVCA has significant potential for noise and disturbance for nearby residents within the lane.

Windsor Street Lane is both residential and commercial in character, accessed via pend from Montgomery Street. There are several vehicle repair workshops within the lane where nearby residents would be accustomed to a degree of background noise during the day. However, with the cessation of these commercial uses during evening times and when the lane is not in transitional use, nearby residents would be accustomed to low ambient background noise. There is no guarantee that guests would not congregate within the lane to socialise, smoke and drink, with the potential for noise and disturbance. Not only residents of the lane would be affected, but wider residential properties surrounding Windsor Street Lane. The proposed change of use to a SVCA would introduce noise and disturbance at a level and frequency that is different from the background ambient that long standing residents would be accustomed to at night-time. The proposed change of use to a SVCA in this location will have a materially detrimental effect on the living conditions of nearby residents.

The proposed change of use to a short term let will not introduce new privacy issues on neighbouring amenity.

The proposal will have a materially detrimental effect on the living conditions and amenity of nearby residents. It does not comply with LDP policy Hou 7.

#### Parking standards

There is no car or cycle parking standards for SVCA's within the Edinburgh Design Guidance. The application property is within a short walking distance to nearby public transport and amenities. Bikes could be parked within the property if required. The proposal therefore complies with LDP policies Tra 2 and Tra 3.

#### **Conclusion in relation to the Development Plan**

The proposal will not harm the special interests of nearby listed buildings or harm the character of the conservation area. The proposal will have a materially detrimental effect on the living conditions and amenity of nearby residents. The proposal, therefore, does not comply with LDP policy Hou 7.

#### **d) There are any other material considerations which must be addressed?**

The following material planning considerations have been identified:

#### SPP - Sustainable development

Scottish Planning Policy (SPP) is a significant material consideration due to the LDP being over 5 years old. Paragraph 28 of SPP gives a presumption in favour of development which contributes to sustainable development. Paragraph 29 outlines the thirteen principles which should guide the assessment of sustainable development.

The proposal does not comply with all thirteen principles outlined within Paragraph 29 of the SPP as it would not protect the amenity of existing development. The proposal will therefore not contribute to sustainable development.

#### Emerging policy context

The Draft National Planning Framework 4 has been consulted on but has not yet been adopted. As such, little weight can be attached to it as a material consideration in the determination of this application.

While City Plan 2030 represents the settled will of the Council, it has not yet been submitted to Scottish Ministers for examination. As such, little weight can be attached to it as a material consideration in the determination of this application.

#### Equalities and human rights

Due regard has been given to section 149 of the Equalities Act 2010. No impacts have been identified.

Consideration has been given to human rights. No impacts have been identified through the assessment and no comments have been received in relation to human rights.

#### Public representations

A summary of the representations is provided below:

##### *material considerations*

- Impact on residential amenity - addressed in Section (b) above.

##### *non-material considerations*

- Inaccurate supporting information relating to existing rooflights, description of surroundings - does not preclude assessment of the proposal against the relevant policies in the LDP.
- Over provision of tourist accommodation in the immediate vicinity - there is no policy in the LDP restricting the provision of tourist accommodation. Therefore, little weight can be attached to this consideration.

#### **Conclusion in relation to identified material considerations**

The other material consideration has been identified and addressed. There are no new material considerations.

#### **Overall conclusion**

The proposal is acceptable with regards to Section 59 and Section 64 of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997.

The proposal will have a materially detrimental effect on the living conditions and amenity of nearby residents. It does not comply with LDP policy Hou 7 or with the objectives of SPP, as it will not contribute towards sustainable development. There are no material considerations that outweigh this conclusion. It is recommended that the application be refused.

## **Section C - Conditions/Reasons/Informatives**

The recommendation is subject to the following;

## **Reasons**

1. The proposal is contrary to the Local Development Plan Policy Hou 7 in respect of Inappropriate Uses in Residential Areas, as the use of the property as a short stay let will have a materially detrimental effect on the living conditions and amenity of nearby residents.

## **Background Reading/External References**

To view details of the application go to the [Planning Portal](#)

**Further Information** - [Local Development Plan](#)

**Date Registered:** 9 May 2022

## **Drawing Numbers/Scheme**

01.

Scheme 1

**David Givan**  
**Chief Planning Officer**  
**PLACE**  
**The City of Edinburgh Council**

Contact: Laura Marshall, Planning Officer  
E-mail: [laura.marshall@edinburgh.gov.uk](mailto:laura.marshall@edinburgh.gov.uk)



## Appendix 1

### **Consultations**

No consultations undertaken.