

# Public Document Pack



To: Councillor Milne; Convener; Councillor Finlayson, Vice Convener; and Councillors Boulton, Corall, Cormie, Crockett, Dickson, Greig, Jaffrey, Lawrence, Malik, Jean Morrison MBE, Jennifer Stewart, Stuart and Thomson

Town House,  
ABERDEEN 08 July 2015

## **PRE-APPLICATION FORUM**

The Members of the **PRE-APPLICATION FORUM** are requested to meet in Committee Room 2 - Town House on **THURSDAY, 16 JULY 2015 at 2.00 pm.**

RODERICK MACBEATH  
SENIOR DEMOCRATIC SERVICES MANAGER

### **BUSINESS**

1. Introduction and Procedure Note (Pages 1 - 4)
2. Minutes
  - 2.1 Minute of Previous Meeting of 18 June 2015 - for approval (Pages 5 - 6)
3. PRE APPLICATION REPORTS
  - 3.1 Victoria Road Primary School - Residential Development (greater than 50 residential units) along with open space, parking and associated infrastructure - 141670 (Pages 7 - 12)  
Planning Reference – 141670

The documents associated with this application can be found at –  
<http://planning.aberdeencity.gov.uk/PlanningDetail.asp?ref=141670>

Planning Officer – Andrew Miller

Website Address: [www.aberdeencity.gov.uk](http://www.aberdeencity.gov.uk)

Should you require any further information about this agenda, please contact Stephanie Dunsmuir on 01224 522503 or email [sdunsmuir@aberdeencity.gov.uk](mailto:sdunsmuir@aberdeencity.gov.uk)

# Agenda Item 1.

## **PRE-APPLICATION FORUM** **PROCEDURE NOTE AND GUIDANCE FOR MEMBERS**

1. This procedure note will operate on a trial basis for the first three meetings of the Forum and will be subject to review and amendment during this period.
2. Meetings of the Pre-Application Forum will be held in open public session to enable discussion of all national and major development proposals.
3. Forums will be held as soon as possible after the submission of a Proposal of Application Notice (POAN) for all national and major development proposals and, in all cases, prior to the lodging of any associated planning application (this allows a period of 12 weeks following submission of the POAN).
4. The members of the Planning Development Management Committee will constitute the members of the Pre-Application Forum.
5. Ward Members for the Ward in which a specific pre-application proposal under discussion is located will be invited to the Forum but will be allowed to participate in the Forum only in relation to the specific pre-application proposal in their ward.
6. The relevant Community Council for the prospective development proposal(s) to be discussed will be informed of the date and time of the Pre-Application Forum by Committee Services so that they have the opportunity to attend but will not be permitted to participate in the business of the Forum.
7. If a Forum is required it will take place after formal business of the Planning Development Management Committee is concluded - this will normally be 2pm on the same day as the Planning Development Management Committee. The Forum will be separate from the Committee to emphasise the clear differences in status, process and procedure between the two meetings.
8. The case officer for the pre-application proposal will produce a very brief report (maximum 2-3 sides of A4) for the Forum outlining the proposal and identifying the main planning policies, material considerations and issues associated with it and the key information that will be required to accompany any application. The report will not include any evaluation of the planning merits of the proposal.
9. Agents/applicants will be contacted by Committee Services immediately on receipt of a POAN (or before this date if notified by planning officers of the week that a forthcoming POAN is likely to be submitted) and offered the opportunity to give a 10 minute presentation of their development proposal to the members of the Forum. There will be an opportunity for Councillors to discuss these with the agents/applicants, to ask questions and indicate key issues they would like the applicants to consider and address in their eventual application(s). If an applicant/agent does not respond to this offer within 10 days, or declines the opportunity to give such a presentation, then their proposal will be considered by the Forum without a developer/applicant presentation. Committee Services will notify the case officer of the applicant's response.

10. Case officers (or Team Leader/Manager/Head of Planning) and, if considered necessary, other appropriate officers e.g. Roads Projects Officers, will be present at the Forum. The case officer will give a very brief presentation outlining the main planning considerations, policies and, if relevant and useful, procedures and supporting information that will have to be submitted. Officers will be available to answer questions on factual matters related to the proposal but will not give any opinion on, or evaluation of, the merits of the application as a whole.
11. Members, either individually or collectively, can express concerns about aspects of any proposal that comes before the Forum but (to comply with the terms of the Code of Conduct) should not express a final settled view of any sort on whether any such proposal is acceptable or unacceptable.
12. A minute of the meeting will be produced by Committee Services and made publicly available on the Council website.
13. Members should be aware that the proposal being discussed may be determined under delegated powers and may not come back before them for determination. Any report of handling on an application pursuant to a proposal considered by the Pre-Application Forum will contain a very brief synopsis of the comments made by the Forum but the report itself will be based on an independent professional evaluation of the application by planning officers.
14. Training sessions will be offered to Councillors to assist them in adjusting to their new role in relation to pre-application consultation and its relationship with the Code of Conduct.
15. The applicant/agent will be expected to report on how they have, or have not, been able to address any issues raised by the Pre-Application Forum in the Pre-Application Consultation Report that is required to be submitted with any subsequent planning application.

### **GUIDANCE FOR MEMBERS**

In relation to point 11 on the Procedure Note above, it might be helpful to outline a few points regarding the Councillors Code of Conduct and the Scottish Government's Guidance on the role of Councillors in Pre-Application procedures which will hopefully be helpful to the Members. These were discussed at the Training run by Burness Paull on the 28<sup>th</sup> of November, 2014.

So very briefly, The Code's provisions relate to the need to ensure a proper and fair hearing and to avoid any impression of bias in relation to statutory decision making processes. Having said that, in terms of the Scottish Government's Guidance on the role of Councillors in Pre-Application procedures:

- Councillors are entitled to express a provisional opinion in advance of a planning application being submitted but only as part of the Council's procedures (as detailed at item 1 to this agenda)

- No views may be expressed once the application has been submitted
- In terms of the role of the Forum, it meets to emphasise an outcome limited to the generation of a provisional view (on behalf of the Forum, rather than individual Members of the Forum) on the pre-application, this will allow:
  - Members to be better informed
  - An Early exchange of views
  - A greater certainty/more efficient processing of applications

Members of the Forum are entitled to express a provisional view, but should do so in a fair and impartial way, have an open mind and must not compromise determination of any subsequent planning application.

In terms of dealing with Pre-Applications, Members of the Forum should:

- Identify key issues
- Highlight concerns with the proposal/areas for change
- Identify areas for officers to discuss with applicants
- Identify documentation which will be required to support application

In terms of the Code of Conduct and any interest that Members of the Forum may have in a pre-application, it is worth reminding Members of the Forum that they must, however, always comply with the *objective test* which states “ *whether a member of the public, with knowledge of the relevant facts, would reasonably regard the interest as so significant that it is likely to prejudice your discussion or decision making in your role as a councillor.*”

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## PLANNING DEVELOPMENT MANAGEMENT COMMITTEE PRE-APPLICATION FORUM

ABERDEEN, 18 June 2015. Minute of Meeting of the PLANNING DEVELOPMENT MANAGEMENT COMMITTEE PRE-APPLICATION FORUM. Present:- Councillor Milne, Convener; Councillor Finlayson, Vice-Convener; and Councillors Boulton, Cormie, Jaffrey, Lawrence, Jean Morrison MBE, Stuart and Thomson.

**The agenda and reports associated with this minute can be found at:-**  
<http://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=511&MId=3716&Ver=4>

**Please note that if any changes are made to this minute at the point of approval, these will be outlined in the subsequent minute and this document will not be retrospectively altered.**

### PROCEDURE NOTE AND GUIDANCE FOR MEMBERS

1. The Forum had before it the procedure note and guidance for members on the operation of Forum meetings.

**The Forum resolved:-**

to note the procedure note and guidance for members.

### MINUTE OF PREVIOUS MEETING

2. The Forum had before it the minute of its previous meeting of 28 May, 2015.

**The Forum resolved:-**

to approve the minute.

### 19 ANDERSON DRIVE - 150626

3. The Forum had before it a report by the Head of Planning and Sustainable Development on submission of a Proposal of Application Notice which outlined a potential application by Scottish Fire and Rescue for the provision of a residential development, associated access, infrastructure and landscaping at 19 North Anderson Drive, Aberdeen.

The report advised (a) that the proposal would constitute a major development as more than 50 residential units were proposed; (b) that the site extends to approximately 1.78 hectares and encompasses the vast majority of the Scottish Fire and Rescue Service's site at North Anderson Drive but did not include the operational fire station and workshop building; (c) that the site was zoned for residential use (Policy H1 in the Aberdeen Local Development Plan); (d) that a tree survey would be required in order to

## PRE-APPLICATION FORUM

18 June 2015

determine the quality of the trees and what impact development may have on them; (e) that traffic impact of the development would be considered through the submission of a transport assessment carried out by the developer; and (f) that the only means of vehicular access into the site was via North Anderson Drive which formed part of the national trunk road network, therefore Transport Scotland would be consulted.

The Forum heard from Mr Stephen Tucker and Mr Iain Hynd, (Barton Wilmore) representatives of the applicant who outlined the proposal in greater detail and responded to questions from members.

Mr Matthew Easton, the case officer, then addressed the Forum, providing more detail regarding the planning aspects of the application and responded to questions from members.

### **The report recommended:-**

that the Forum note the key issues at this stage and advise of any other issues.

### **The Forum resolved:-**

- (i) to note that the applicant would endeavour to save as many trees within the site as possible;
- (ii) to note that a public exhibition event at Mastrick Community Centre would be held on 1 July 2015;
- (iii) to note that information relating to the ground source heat pump on the site would be circulated to members of the Forum;
- (iv) to express a desire that the applicant reuse the granite throughout the development and create local facilities and a safe environment for children and families;
- (v) to note that the applicant may use a Swales drainage system as opposed to a SUDS pond; and
- (vi) to express to the applicant the need for high standard noise insulation throughout the development.

**FORMER VICTORIA ROAD PRIMARY SCHOOL, VICTORIA ROAD, ABERDEEN - 141670**

4. The Convener advised that this item had been withdrawn from today's meeting and would be presented to the next meeting of the Forum.

- **RAMSAY MILNE, Convener.**



## Pre-Application Forum

"FORMER VICTORIA ROAD PRIMARY SCHOOL", VICTORIA ROAD, ABERDEEN  
PROPOSAL OF APPLICATION NOTICE

PROPOSAL OF APPLICATION NOTICE FOR  
THE PROPOSED RE-DEVELOPMENT OF SITE  
FOR RESIDENTIAL DEVELOPMENT  
(GREATER THAN 50 RESIDENTIAL UNITS)  
ALONG WITH OPEN SPACE, PARKING AND  
ASSOCIATED INFRASTRUCTURE.

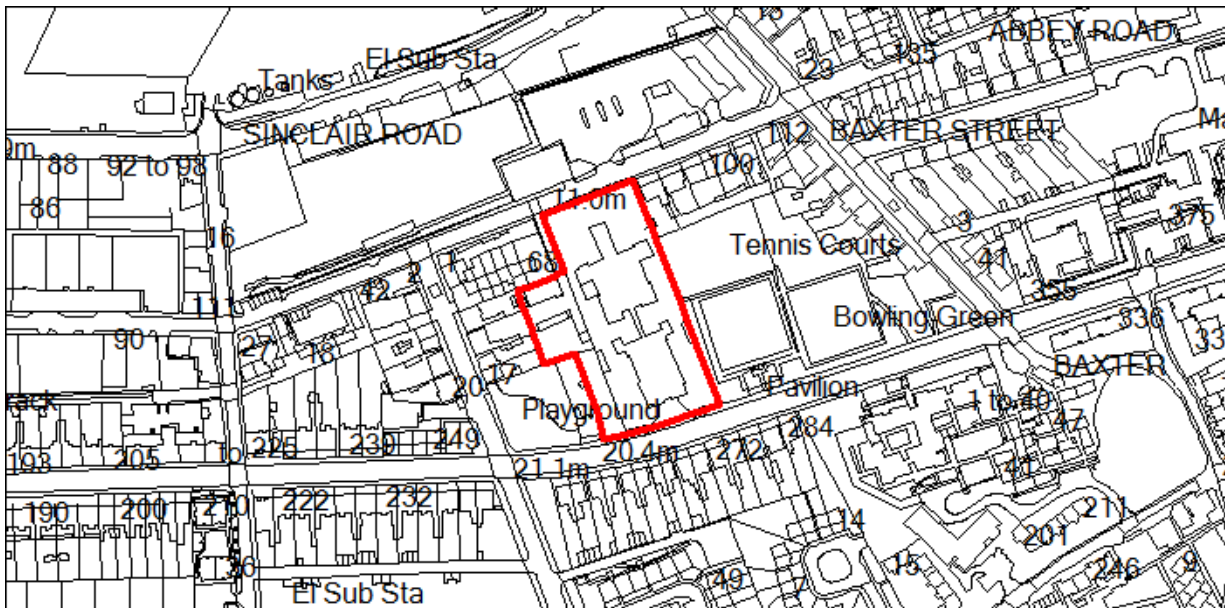
For: Barratt North Scotland

Application Ref.: P141670

Officer: Andrew Miller

Committee Date: 16 July 2015

Ward: Torry/Ferryhill (Y Allan/A Donnelly/J Kiddie/G Dickson)



## SUMMARY

Report on forthcoming application by Barratt North Scotland for the development of approximately more than 50 residential units including open space, parking and associated infrastructure on the site of the former Victoria Road Primary School, Victoria Road, Aberdeen.

In accordance with the provisions of the Town & Country Planning (Scotland) Act 1997 as amended, the applicant submitted a Proposal of Application Notice on 7 November 2014.

Members will recall that the applicant attended the Pre-Application Forum on 26 January 2015. Pre-Application Forum minutes refer that The Forum resolved:

- (i) to express the importance to the applicant of continuing the consultation with local residents;
- (ii) to express the desire of the Forum for the retention and reuse of as much of the existing granite and granite façade as possible; and
- (iii) to note that the proposal was still at an early stage and to agree that the applicant could attend a future meeting to give a further, more detailed presentation if they wished

### **RECOMMENDATION:**

**It is recommended that the Forum (i) note the key issues identified; (ii) if necessary seek clarification on any particular matters; and (iii) identify relevant issues which they would like the applicants to consider and address in any future application.**

### **DESCRIPTION**

The site comprises the former Victoria Road Primary School, a granite built school opened in 1873 and extended in 1905. The school is formed of two distinct parts, the original block on the northern part of the site and the more recent extension to the south, linked by a corridor. The site slopes down from the boundary with Victoria Road to the boundary with Abbey Road. The surrounding area is largely residential, though tennis courts and bowling greens bound the site to the east.

### **RELEVANT HISTORY**

None

### **PROPOSAL**

The proposal of application notice is for the construction of more than 50 residential units and associated infrastructure such as access, car parking and open space.

At this stage there is no specific number of residential units proposed although it is understood that the existing school building on site would be demolished.

## **CONSIDERATIONS**

The main considerations against which the eventual application would be assessed are outlined as follows:

### Principle of Development

Paying regard to the Development Plan (i.e. the Aberdeen City and Shire Strategic Development Plan 2014 (SDP) and Aberdeen Local Development Plan 2012 (ALDP)), the site is zoned as an opportunity site within the ALDP (OP127 – Victoria Road Primary School, Torry). The site is identified as an opportunity for sensitive residential development, though the wider zoning within the ALDP is for mixed use, with associated policy H2 requiring developments to take into account the existing uses and character of the surrounding area. The surrounding area is largely residential. Taking account of the above considerations, it is considered the redevelopment of the site for residential use is acceptable in principle.

### Granite Buildings

Policy D4 – Aberdeen's Granite Heritage of the ALDP encourages the retention of granite buildings through out the city, even if not listed or within a conservation area. In this instance, neither apply, and realistically the building can be demolished without the requirement of planning permission. Where significant granite buildings are to be demolished, policy D4 requires the granite to be reused in the principal elevations of a replacement building(s).

Though there are no specific details, it is understood that the applicant intends to demolish the building.

### Design and Layout

Should the application come forward as a detailed application, design and layout of the housing, roads and landscaping/open space will be a key consideration for this site. The proposals will need to demonstrate compliance with relevant policies within the ALDP, as well as principles contained within national guidance such as Designing Streets.

### Proximity to Major Accident Hazard

The northern half of the site falls within an area identified by the Health and Safety Executive (HSE) as the Outer Blast Zone of a major accident hazard site (BP Oil UK Ltd petrol storage facility at Aberdeen Harbour). In the impact of these on a potential development, the Council uses a system developed by the HSE called PADHI+. During pre-application discussions with the applicant, the PADHI+ system indicated no issues with the development of residential uses at the densities provided, however this will be confirmed during the determination of any subsequent application.

### Access (Public Transport, Pedestrian, Cycle, Roads)

The proposals will require a Transport Assessment to be provided with the application, in order that consideration can be given to all issues arising from the development. The proposals would need to accord with relevant policies within the ALDP, the Council's Supplementary Guidance on Transport and Accessibility, as well as national guidance such as Designing Streets.

### Tree Preservation Order

The site is subject to a Tree Preservation Order (TPO) which gives legal protection to trees, aiming to protect those that contribute to the amenity and character of a locality. A TPO prevents felling, works to, wilful damage or destruction of trees (including roots) without the Council's permission.

The trees on site are considered to contribute to the character of the area, and as such any proposal to redevelop the site will have to retain as many trees as possible. Any subsequent application will have to be supported by a tree survey, demonstrating that the proposed development will not adversely impact on the trees.

### Other Infrastructure (Water/Drainage/Refuse)

As part of the submission, a Drainage Impact Assessment would be expected in order that consideration can be given to the impact the works would have on surface water, as well as waste water, from the proposed works. Consideration will also be required for recycling and refuse provision within the development, and how best waste can be collected.

## **PRE-APPLICATION CONSULTATION**

The applicant undertook pre application consultation with the local community, with an event held at Torry Youth and Leisure Centre, Oscar Road on 25 February 2015 from 2 pm to 7 pm. Local members were invited to attend prior to the event from 1:30 pm to 2 pm. An advert was placed in the Aberdeen Citizen on 11 February 2015 promoting the consultation event, and notification was sent to neighbouring properties to the site.

## **CONCLUSION**

This report highlights the main issues that are likely to arise in relation to the various key considerations of the proposed development. It is not an exhaustive list and further matters may arise when the subsequent application is submitted. Consultees will have the opportunity to make representations to the proposals during the formal application process.

## **RECOMMENDATION**

**It is recommended that the Forum (i) note the key issues identified; (ii) if necessary seek clarification on any particular matters; and (iii) identify relevant issues which they would like the applicants to consider and address in any future application.**

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