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To: Councillor Milne; Convener; Councillor Finlayson, Vice Convener; and Councillors Boulton, Cooney, Corall, Crockett, Donnelly, Greig, Hutchison, Jaffrey, Lawrence, Malik, Jean Morrison MBE, Nicoll, Jennifer Stewart and Sandy Stuart

Town House,
ABERDEEN 07 March 2017

PRE-APPLICATION FORUM

The Members of the **PRE-APPLICATION FORUM** are requested to meet in Committee Room 2 - Town House on **THURSDAY, 16 MARCH 2017 at 2.00 pm.**

FRASER BELL
HEAD OF LEGAL AND DEMOCRATIC SERVICES

BUSINESS

- 1 Introduction and Procedure Note (Pages 3 - 6)

MINUTES

- 2 Minute of Previous Meeting of 8 December - for approval (Pages 7 - 10)

PRE APPLICATION REPORTS

- 3 Land West of RGU Campus, Garthdee Road - 170054 (Pages 11 - 14)
Case Officer: Paul Williamson

Website Address: www.aberdeencity.gov.uk

Should you require any further information about this agenda, please contact Lynsey McBain, email lymcbain@aberdeencity.gov.uk or tel 01224 522123

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PRE-APPLICATION FORUM PROCEDURE NOTE AND GUIDANCE FOR MEMBERS

1. This procedure note will operate on a trial basis 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 28th 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, 8 December 2016 Minute of Meeting of the PLANNING DEVELOPMENT MANAGEMENT COMMITTEE PRE-APPLICATION FORUM.
Present:- Councillor Milne, Convener; Councillor Finlayson, Vice-Convener; and Councillors Cooney, Corall, Cormie, Donnelly, Hutchison, Jaffrey, Lawrence, Jean Morrison MBE and Sandy Stuart

INTRODUCTION AND PROCEDURE NOTE

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 OF 27 OCTOBER 2016

2. The Forum had before it the minute of its previous meeting of 27 October 2016 for approval.

The Forum resolved:-

to approve the minute as a correct record.

LAND AT INCHGARTH - 161227

3. The Forum had before it a report by the Interim Head of Planning and Sustainable Development on a submission of a Proposal of Application Notice (PoAN) by Burness Paull on behalf of their client, Cults Property Development Company Ltd, for a proposed sports facility (including all weather pitch, sports pavilion and changing facilities), small development of a mix of housing (including retirement village) and creation of relief road between Inchgarth Road and North Deeside Road

The report advised that the site was 9.87 Hectares in size and consisted of fields, with trees along the boundaries. There is a significant change in levels across the site, with the southern site boundary sitting more than 20m below the level at North Deeside Road. The land is located within the Pitfodels Conservation Area and trees along North Deeside Road are protected by Tree Preservation Order (TPO). Running across the middle of the site is the Deeside Walkway whilst the site is bounded to the south by Inchgarth Road and to the north by North Deeside Road. The site is identified as a likely bat habitat and the Deeside Walkway is designated as a core path.

The report also noted that there were two possible options shown on the submitted plans and both involved the creation of the link road between North Deeside Road and Inchgarth Road, crossing the former Deeside Railway footpath via a bridge. Both options include

- Flats, shown in a layout derived from large detached houses within individual plots;
- Townhouses, indicated as semi detached;
- Six small shop units, with indicative proposed uses including doctors surgery, pharmacy, physiotherapist, hairdressers, newsagents and coffee shop;

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- Care home, indicative size of 40 bedrooms.

In the south west area of the site, there are two options indicated.

Option A – all weather pitch and pavilion, containing changing rooms and associated facilities

Option B – retirement units with open space.

The Forum heard from David Suttie, Cults Property Development Company Ltd and Theresa Hunt, Burness Paull. Mr Suttie outlined the proposal in detail and responded to various questions from members. Mr Suttie explained that they had an innovative design to improve the road and also presentations on consultation regarding the possible changes had been undertaken with two public consultations held at the Marcliffe Hotel. Mr Suttie explained that they would be willing to develop either of the proposed options. In regards to the proposed sports facility, Mr Suttie advised that the facility might not be in use after 9pm and the wildlife corridor would also be retained. He indicated that they were currently in talks with Robert Gordon University regarding the proposals and they were very supportive, as Mr Suttie highlighted there was a requirement for a sports facility in the Garthdee area.

Mr Suttie provided details on both option A and option B.

The Forum then heard from Lucy Greene, Case Officer, who addressed the Forum and provided details regarding the planning aspects of the application and responded to questions from members. Ms Greene advised that in relation to the key planning policies, NE2 Green Belt, was an important policy and noted that proposals for the improvement to the Bridge of Dee roundabout was going before the Communities, Housing & Infrastructure Committee in January. Ms Greene explained that an air quality impact assessments and a traffic impact assessment would be required. Ms Greene also highlighted that a tree survey would be required and the proposals would be assessed on impact on the character of the green belt. In conclusion, Ms Greene advised that the greenbelt and green space network, as well as the landscape impact and Conservation area were all important factors regarding the proposals.

The Forum then heard from Scott Lynch and Colin Burnet, Senior Engineers, who provided information in regards to the road and infrastructure elements. Mr Lynch advised that a transportation assessment would be required to see how the new road could handle the influx of traffic. Mr Burnet explained that the proposal was below standard for this type of road. Mr Burnet noted that the width of the road was suitable however the 40-50m radius on the corners was very tight.

Members then asked a number of questions in regards to the proposals. In relation to the number of houses and 25% affordable housing target, Ms Hunt advised that retirement housing could be deemed as affordable, however discussions would take place after the application was submitted. In relation to the prices of the proposed houses, Mr Suttie advised that they needed to be affordable to the community and some houses would be priced around £300,000. In relation to the proposed sport facility Mr Suttie indicated that RGU may use the sports pavilion. It was also noted that discussions were ongoing with potential clients for the village which might include a doctor's surgery, hairdressers and dentist. The Convener asked about the potential

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departure from the Local Development Plan (LDP) and Ms Greene explained that it would be a departure from the green belt policy and also a possible significant departure from the LDP, which would then require a Pre Determination Hearing and determination at Full Council. In regards to drainage, Ms Greene advised that a flood risk assessment and a drainage impact assessment would be required and would take into consideration flash flooding

The report recommended:-

That the Forum –

- (a) note the key issues identified;
- (b) if necessary, seek clarification on any particular matters; and
- (c) identify relevant issues which they would like the applicant to consider and address in any future application.

The Forum resolved:-

- (i) to request that the applicant liaise with Robert Gordon University in regards to the maintenance of the sports ground;
- (ii) to request that the applicant continue to liaise with NHS for a possible pharmacy in the proposed village;
- (iii) to request that the applicant look at the potential for lower cost housing; and
- (iv) to thank the applicant for his informative presentation.

- **COUNCILLOR** **RAMSAY** **MILNE,** **Convener.**

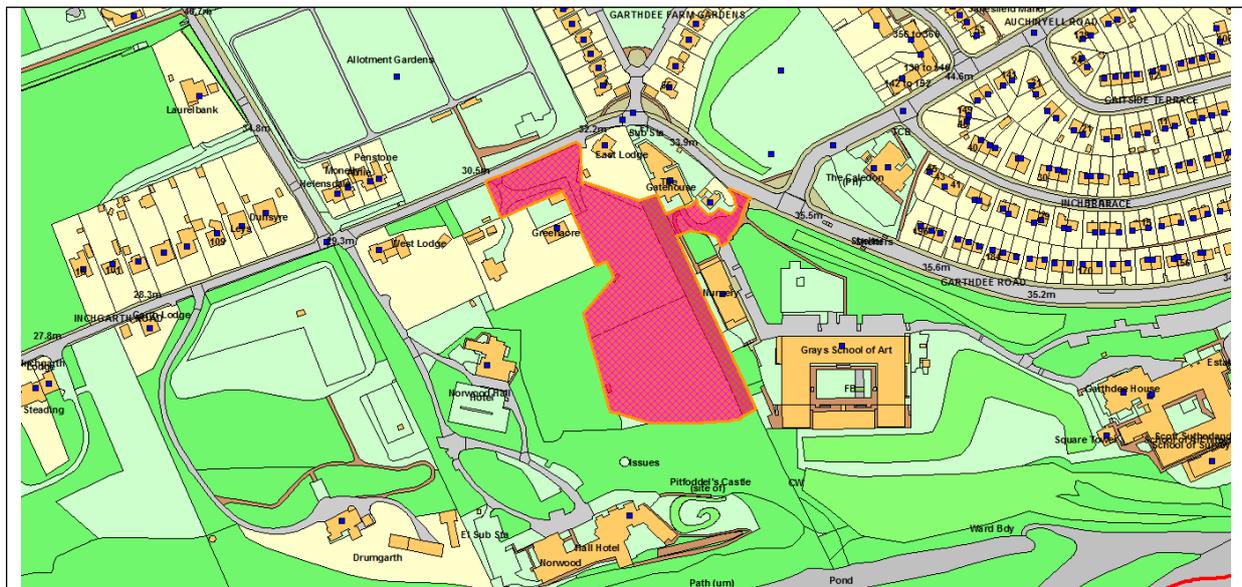
PRE-APPLICATION FORUM

Pre-Application Forum

170054/PAN: Major development for approx. 500 student accommodation units with associated uses at Land West Of Robert Gordon University Campus, Garthdee Road, Aberdeen, AB10

For: Garthdee Properties Ltd

| | |
|--------------------|-----------------|
| Application Date: | 23 January 2017 |
| Officer: | Paul Williamson |
| Ward: | Lower Deeside |
| Community Council: | Garthdee |
| Advertisement: | N / A |
| Advertised Date: | N / A |



Location Plan

SUMMARY

This is a report to the pre-application forum on a potential application by Garthdee Properties Ltd for a major development comprising approximately 500 student accommodation units, and associated uses on land to the west of RGU's Garthdee Campus.

In accordance with the provisions of the Town and Country Planning (Scotland) Act 1997 as amended, the applicant submitted a Proposal of Application Notice on 23rd January 2017. The earliest date at which an application can be submitted is 16th April 2017.

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.**

SITE DESCRIPTION

The identified site extends to approximately 1.48 hectares, and is located within the Pitfodels Conservation Area. It is bound by: Garthdee Road to the north; Norwood Hall Hotel and the associated grounds/woodland to the west and south; and, the Robert Gordon University Garthdee Campus, and the Grays School of Art to the east. Adjacent to the north boundaries are four residential properties: 'West Lodge'; 'Arnlea House'; 'Greenacre'; and, 'East lodge'.

The site itself is largely grassed with trees around the perimeter. At the frontage to Garthdee Road is a low granite wall of approximately 0.5m in height, with an established hedge of approximately 2.2m in height running parallel to the wall.

RELEVANT HISTORY

There is no planning history associated with this site.

DESCRIPTION OF PROPOSAL

The proposal constitutes a 'major' application for a student development which would comprise over 5000 square metres of accommodation.

The applicant has indicated that the proposed development could comprise approximately 500 units of accommodation with associated uses. The red line boundary indicates that potential connections could be made to Garthdee Road to the north of the site, and to the east through the existing RGU campus.

PLANNING POLICY

Aberdeen Local Development Plan 2017 (LDP)

NE2: Green Belt
CF1: Existing Community Sites and Facilities
D1: Quality Placemaking by Design
D2: Landscape
D3: Big Buildings
D4: Historic Environment
D5: Our Granite Heritage
I1: Infrastructure Delivery and Planning Obligations
T2: Managing the Transport Impact of Development
T3: Sustainable and Active Travel
NE1: Green Space Network
NE3: Urban Green Space
NE5: Trees and Woodlands

NE6: Flooding, Drainage and Water Quality
NE8: Natural Heritage
NE9: Access and Informal Recreation
R6: Waste Management Requirements for New Development
R7: Low and Zero Carbon Buildings and Water Efficiency
CI1: Digital Infrastructure

OTHER RELEVANT MATERIAL CONSIDERATIONS

Interim Planning Advice (To be considered by Members in Spring 2017, and thereafter ratified by the Scottish Government before formal adoption as Supplementary Guidance to the Local Development Plan)

- Big Buildings
- Landscape
- Planning Obligations
- Transport and Accessibility
- Natural Heritage
- Trees and Woodlands
- Flooding, Drainage and Water Quality
- Resources for New Development

Former Supplementary Guidance to former Local Development Plan

- Robert Gordon University Garthdee Development Framework

CONSIDERATIONS

The main considerations against which a planning application would be assessed are outlined as follows:

Principle of Development

The site is zoned as Green Belt within the recently adopted Local Development Plan. The suitability of this edge of settlement site for a development of student accommodation, and its relationship with adjoining uses, would be examined.

Linkages with the adjacent Robert Gordon University Garthdee Development Framework

While not within the area covered by the RGU Garthdee Development Framework, the site is located directly adjacent to it, and would seek to provide accommodation for students at the Garthdee Campus. It would therefore require to be assessed as to whether the proposals complement the aims and objectives of the Framework.

Design, Layout and Other Infrastructure

The layout/scale of the development, and the relationship with its surroundings would be determined at the application stage.

A Drainage Impact Assessment (DIA) would be required in order to demonstrate that the development could be adequately drained.

Furthermore, such developments could be expected to provide planning obligations to offset the associated impacts of the development.

Transportation and Access

The traffic impact of the development would be assessed as part of any application submission. The proposals would be expected to accord with the transportation policies within the LDP in respect of the safe and convenient provision to the site. It would also be expected that adequate consideration be given to the inclusion of sustainable transportation measures for the site, and the wider linkages with the surrounding area.

Historic and Natural Environment

Given the location within the Pitfodels Conservation Area, it would be required to be demonstrated that the proposals would accord with Scottish Planning Policy, the Historic Environment Scotland Policy Statement; and the relevant policies of the Local Development Plan.

Furthermore, consideration would also be given at the application stage to the potential implication on the adjacent trees and woodlands, together with any habitat interests which could be affected by the development.

PRE-APPLICATION CONSULTATION

The proposal of application notice provided an indication of means of consultation that is intended to be undertaken. This includes:

- a Consultation event (potentially at RGU) from 12 noon to 7pm;
- A1 presentation boards;
- Questionnaires; and,
- Attendance by the applicants Design Team.

Details of the event shall be advertised within the local press (Evening Express), and the respective Garthdee, and Cults, Bielside and Milltimber Community Council's, and local ward members shall be notified of the specific details in due course.

NECESSARY INFORMATION TO SUPPORT ANY FUTURE APPLICATION

As part of any application, the applicant has been advised that the following information would need to accompany the formal submission:

- Pre-Application Consultation Report;
- Planning and Design Statement (including landscape impact);
- Conservation Statement;
- Transportation Statement;
- Tree Survey; and, a
- Phase 1 Habitat Survey

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.**