

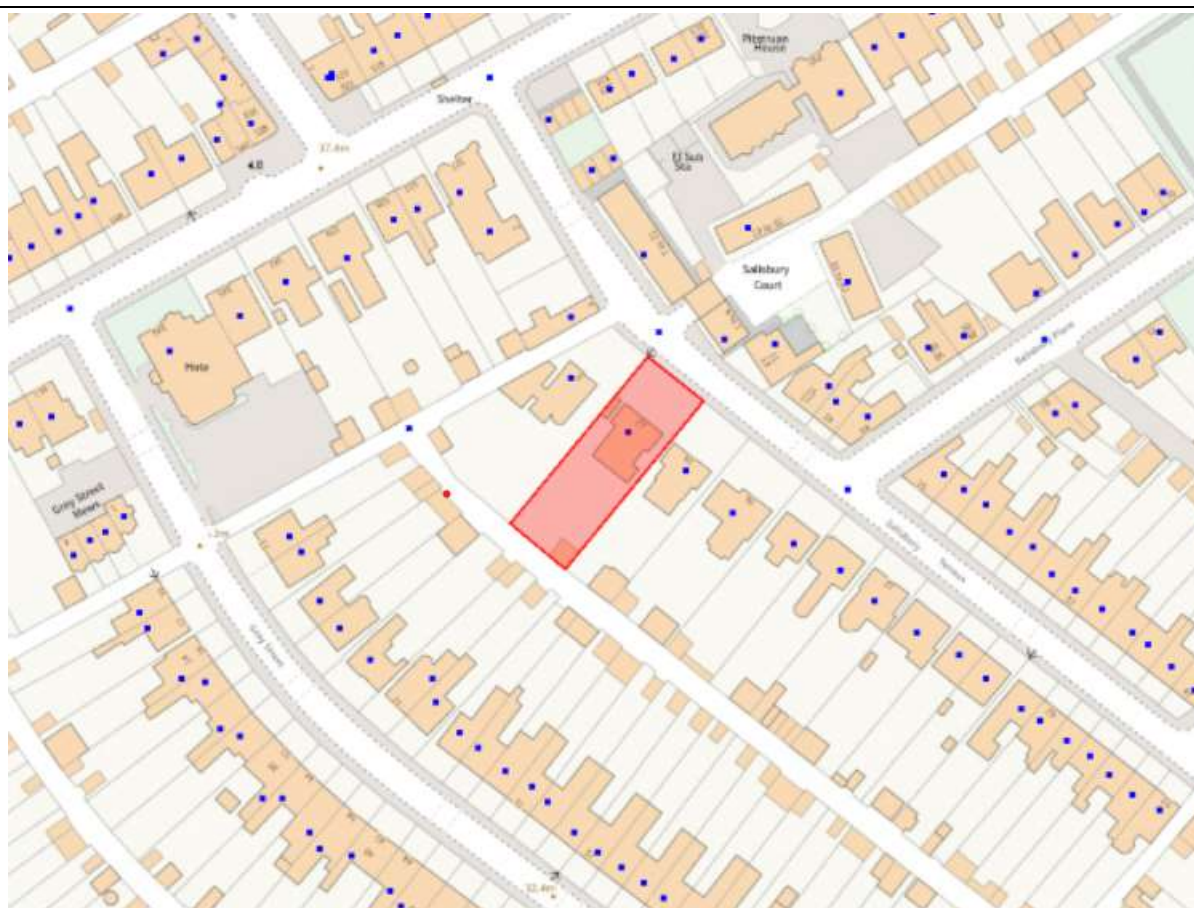


Planning Development Management Committee

Report by Development Management Manager

Committee Date: 6th November 2025

Site Address:	12 Salisbury Terrace, Aberdeen, AB10 6QH
Application Description:	Erection of single-storey extension to rear, installation of new rooflights, replacement garage roof to rear, enlargement of side window, and installation of external cladding to existing extension.
Application Ref:	250726/DPP
Application Type	Detailed Planning Permission
Application Date:	15 July 2025
Applicant:	Ms Pamela Hoy
Ward:	Airyhall/Broomhill/Garthdee
Community Council:	Ashley and Broomhill



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RECOMMENDATION

Approve Conditionally.

APPLICATION BACKGROUND

Site Description

The application site comprises the curtilage of a one-and-a-half storey detached dwelling. The dwelling is sited within the Great Western Road Conservation Area and features a distinct and traditional design of granite blockwork with two storey bay window projections to the principal, north-east facing elevation which fronts onto Salisbury Terrace. The front curtilage of the site has a low-level Fyfestone and granite front boundary wall, with non-original metal railings fixed on top. Low-level shrubbery also runs along the front boundary and flanks a centrally positioned entrance gate and gravel path. A high-level granite rubble wall bounds the side and rear boundaries of the site, with a large area of curtilage extending to the rear, bounded by a lane. The rear curtilage mostly consists of grass with a detached garage to the rear forming part of the side (south-eastern) and rear (south-western) boundaries. Two greenhouses are located to the centre of the rear curtilage. The rear elevation of the dwelling has a two-storey, flat-roofed extension covering the full width of the rear gable projection. The modern (c. mid-to-late 20th century) extension is of utilitarian design, finished with render, and it also incorporates a single-storey wraparound projection on its south-eastern corner. The surrounding area along Salisbury Terrace consists of generally uniform front gardens with low-level granite walls and greenery set in front of traditional one-and-a-half storey dwellings to the west and two-storey terraced dwellings to the east, with a mixture of detached, semi-detached and terraced dwellings. To the rear of the site along the lane, the surrounding curtilages are all large and enclosed with high-level granite rubble walls with single and double garages.

Relevant Planning History

Records of development relating to the existing extension to the rear of the application dwelling appear to date back to the 1950s and 1970s, with the following details found within the Council's planning archive:

- 54/6/27 – Extension to house
- 54/9/42 – Extension to house
- CP76/7/33 – Extension

APPLICATION DESCRIPTION

Description of Proposal

Detailed planning permission is sought for the erection of a single-storey extension to the rear which would project out from the single storey portion of the existing rear extension. The proposed additional ground-floor projection would be clad with silver grey Cedral cement cladding with the existing single, and two-storey extension to be reclad to match. It is also proposed to install two rooflights to the rear (west) facing roof plane on the main section of the dwelling as well as removing the sill of an existing ground-floor window on the side (south-eastern) elevation to enlarge the window downward. Additional works are also proposed to the rear garage, with the proposal seeking to replace an existing asbestos roof with dark grey metal sheet cladding and flashings, while works to the rear curtilage involve the formation of a patio area consisting concrete paving slabs.

Amendments

- The application description was changed following the removal of an originally proposed garden / sunroom outbuilding to the rear, a driveway to the front, fencing to the rear, and a flue / vent pipe to the front.

Supporting Documents

All drawings and supporting documents can be viewed on the Council's website at:

<https://publicaccess.aberdeencity.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SZ4XOQBZKN100>

Reason for Referral to Committee

The application has been referred to the Planning Development Management Committee because it is being recommended for approval and has been the subject of six or more timeous letters of representation containing material planning considerations that express objection or concern about the proposal. Determination of the application therefore falls outwith the scheme of delegation.

CONSULTATIONS

External Consultees

- **Ashley and Broomhill Community Council** – No comments received.

REPRESENTATIONS

In addition to the proposed works outlined in the 'Description of Proposal' of this report, the initially submitted application also included proposals for the erection of a garden room within the rear curtilage, the formation of a driveway to front, installation of fencing along the south-eastern boundary to the rear, and installation of a flue / soil pipe to the principal elevation. Following receipt of the initial proposal, neighbour notification as well as public advertisement occurred between 17th July 2025 and 20th August 2025. During this period, the planning authority received seven representations, six marked as objections and one as neutral.

Following the revisions to the proposals outlined above, a re-notification of neighbours and re-advertisement occurred between 26th September 2025 and 22nd October 2025, advising that the application description had been changed and several proposed elements had since been removed (outlined above under 'Amendments'). An additional representation, marked as neutral, was submitted during this period.

The concerns noted from all representations received are summarised as follows:

Material Considerations

Relating to proposals still included:

1. An existing window to the side elevation was previously changed from obscure to clear glazing and appears to have been made without the necessary planning consent. This

represents a material and unacceptable shift from the original design, in which frosted glass preserved privacy between properties.

2. A revised plan (25-483/02) identifies the central room on the front elevation of the building as a bathroom, whereas in reality this room is a bedroom/office.
3. Concerns regarding works that appear to have commenced between the time of the original application and the re-notification, comprising of the excavation of a trench from the main house to the middle of the garden, and the installation of drainage pipework and armoured electrical cabling.
4. There appears to be an ongoing intention to use the property as a House in Multiple Occupation (HMO) and to create a separate dwelling within the garden.

Relating to proposals no longer included:

5. Concerns that the formation of a driveway, removal of front boundary wall, and front shrubbery would impact the character and appearance of the conservation area, setting an inappropriate precedent.
6. Concerns that the formation of a driveway would pose a pedestrian and road safety hazard and would reduce availability of on-street parking.
7. Concerns the proposed driveway would exceed existing parking provision on the site, from the rear lane.
8. Concerns the combination of front parking and an additional dwelling to rear would possibly result in a splitting of the feu.
9. Concerns regarding the siting and scale of the proposed garden room and its impact on the character of the area.
10. Concerns regarding the amenity impact of the proposed garden room in terms of privacy, outlook, and noise.
11. Concern that the garden room is being positioned and designed as separate accommodation, either for guests, rental, or to be operated as an independent dwelling.
12. No location of fencing is specified in the originally submitted plans, however, the proposed fencing may impact the appearance of the surrounding area.
13. The proposed soil pipe to the front elevation could impact the appearance of the building and surrounding conservation area.
14. The submitted plans incorrectly identify site and elevation orientations.

Non-Material Considerations

15. Proposal would have a detrimental effect on the neighbour's property value.
16. Concern regarding accessing the rear lane garage of a neighbouring property during construction works.
17. Seeking information as to when and approximately how long this build conversion will take to be completed when approved.

Due to the receipt of a revised proposal, items 5 – 14 relate to works no longer included within this proposal and therefore are no longer applicable to the evaluation of the current proposal. The remaining items, 1 – 4, are addressed in the following 'Evaluation' while items 15 – 17 are addressed under 'Administrative Matters'.

MATERIAL CONSIDERATIONS

Legislative Requirements

Sections 25 and 37(2) of the Town and Country Planning (Scotland) Act 1997 require that where making any determination under the planning acts, regard is to be had to the provisions of the Development Plan; and, that any determination shall be made in accordance with the plan, so far as material to the application, unless material considerations indicate otherwise.

Section 64 of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 requires the planning authority to pay special attention to the desirability of preserving or enhancing the character or appearance of conservation areas.

Development Plan

National Planning Framework 4

National Planning Framework 4 (NPF4) is the long-term spatial strategy for Scotland and contains a comprehensive set of national planning policies that form part of the statutory development plan.

- Policy 1 (Tackling the Climate and Nature Crises)
- Policy 2 (Climate Mitigation and Adaptation)
- Policy 7 (Historic Assets and Places)
- Policy 14 (Design, Quality and Place)
- Policy 16 (Quality Homes)

Aberdeen Local Development Plan 2023

- Policy D1 (Quality Placemaking)
- Policy D6 (Historic Environment)
- Policy H1 (Residential Areas)

Aberdeen Planning Guidance

- Householder Development Guide
- Repair and Replacement of Windows and Doors

Other National Policy and Guidance

- Historic Environment Policy for Scotland

EVALUATION

Key Determining Factors

The key determining factors in the assessment of this application are whether the proposed development would:

- impact upon the character and appearance of the existing dwelling or the surrounding area; and

- impact upon the amenity of the area, including the residential amenity of immediately neighbouring properties; and
- preserve or enhance the character and appearance of the conservation area.

Policy Context

Policy 16 (Quality Homes), paragraph (g) of National Planning Framework 4 (NPF4) states that householder development proposals will be supported where they:

- do not have a detrimental impact on the character or environmental quality of the home and the surrounding area, in terms of size, design and materials; and*
- do not have a detrimental effect on the neighbouring properties in terms of physical impact, overshadowing or overlooking.*

The application site also lies within a Residential Area, as zoned in the Aberdeen Local Development Plan 2023 (ALDP) Proposals Map. Policy H1 (Residential Areas) of the ALDP states that within existing residential areas, proposals for new householder development will be approved in principle if it:

- does not constitute overdevelopment; and*
- does not have an adverse impact to residential amenity and the character and appearance of an area; and*
- does not result in the loss of open space.*

Impact on the Character and Appearance of the Area, and the Historic Environment

In determining whether the proposed development would adversely affect the character and appearance of the existing dwelling, and the surrounding area, Policy 14 (Design, Quality and Place) of NPF4 is relevant. Policy 14 encourages and promotes well-designed development that makes successful places by taking a design-led approach. Policy D1 (Quality Placemaking) of the ALDP substantively reiterates the aims and requirements of Policy 14. The Householder Development Guide (HDG), part of the Council's Aberdeen Planning Guidance, supports the above policies and outlines general principles and type-specific considerations to apply when considering householder development.

The application site also lies within the Great Western Road Conservation Area. Historic Environment Policy for Scotland (HEPS), Policy 7 (Historic Assets and Places) of NPF4 and Policy D6 (Historic Environment) of the ALDP all seek to ensure that new development in conservation areas either preserves or enhances the character and appearance of the conservation area.

Siting, Scale, Design, and Materials

General Principle 1 of the HDG outlines that extensions should be “*architecturally compatible in design and scale with the original house and its surrounding area*” and that they “*should not overwhelm or dominate the original form or appearance of the dwelling and should be visually subservient in terms of height, mass and scale.*”

The proposed single-storey extension would be sited to the rear of the application dwelling, projecting c. 2 m from the rear elevation of the single storey projection of the existing rear extension, matching its width and height. Its rear elevation would be predominantly glazed with vertical windows and sliding patio door, while its side (south-eastern) elevation would feature a single vertical window adjacent to the rear corner, with two additional narrow horizontal windows at a high level. The proposed and existing extensions would be clad with silver grey ‘Cedral’ fibre cement faux timber

cladding. The cladding to the existing extension would cover exposed plumbing and rainwater pipes that currently sit externally.

The existing extension, consisting of a prefabricated, off-white wall finish, has a utilitarian and unsympathetic appearance that is not complementary to the original granite dwelling, nor in keeping with the wider context. The proposed recladding of the existing extension with the proposed Cedral cladding would thus be a welcome alteration which would give the extension a higher quality, more contemporary aesthetic, whilst also having the benefit of covering the currently exposed plumbing and rainwater pipes. The additional c. 2 m ground-floor projection would be modest in scale and would not overwhelm the existing appearance of the dwelling's rear elevation.

The proposed window enlargement to the side (south-eastern) elevation of the original dwelling would see the removal of a sill and the expansion of glazing downward. The upper portion of the window in terms of dimensions would remain unaltered. In accordance with the Council's Aberdeen Planning Guidance for the Repair and Replacement of Windows and Doors in conservation areas, the proposed widening of existing openings will not usually be accepted on principal elevations and proposals should be located to avoid disruption to the characteristics of the surrounding context. The siting of the window, to the side elevation of the dwelling, and out of view from the nearby street, is appropriate and the proposed downward enlargement would not have an adverse impact on the character or appearance of the dwelling, nor that of the surrounding conservation area.

It is also proposed to install two rooflights on the rear (south-west) facing roof plane of the main section of the original dwelling. This section of roof plane is largely hidden from public view to the rear lane as the dwelling has two small gabled dormers projecting to either side from a central gable that extends to the rear of the dwelling. Nevertheless, the proposed rooflights would be of an appropriate size, design (conservation style, with central glazing bars) and siting within the roof plane such that they would preserve the character and appearance of the dwelling, and that of the surrounding conservation area.

The double-garage to the rear of the site has an existing corrugated asbestos roof which is proposed to be replaced with dark grey metal sheet cladding. The proposed material would be appropriate for the structure and in-keeping with the character and appearance of the rear lane.

Overdevelopment

General Principles 4 and 5 of the HDG outline overdevelopment considerations. These state that the built footprint of a dwellinghouse, as extended, should not exceed twice that of the original dwelling and no more than 50% of the rear curtilage of a dwelling should be covered by development.

In terms of the current proposal, the existing rear curtilage extends to c. 800 sqm, and whilst the proposed extension would add c. 14 sqm, the built area, including the existing extension, outbuildings, and areas of hard surfacing would result in c. 77% of the rear curtilage remaining unbuilt and the collective size of both existing and proposed extensions would not result in the original house being more than doubled in footprint. The proposal would therefore not be overdevelopment.

Open Space

The proposed householder development would be wholly contained within the existing residential curtilage of the application property, and no open space would be lost.

Summary

To summarise, the proposed development would be of an appropriate siting and scale, would not constitute over development, nor result in the loss of any open space. The proposed design of the additional rear projection and recladding of the existing extension, whilst not in-keeping with the context of the surrounding area, would have a positive impact compared with the existing situation, enhancing the appearance of the existing, utilitarian rear extension. The works would thus preserve the character and appearance of both the existing dwelling and the surrounding area, all in accordance with Policies 14 and 16 of NPF4 and Policies D1 and H1 of the ALDP, as well as the relevant guidance contained within the HDG. The proposed development would also preserve the character and appearance of the conservation area, in accordance with HEPS, Policy 7 of NPF4 and Policy D6 of the ALDP.

Impact on the Amenity of the Area

In relation to assessing impacts on residential amenity, General Principle 2 of the HDG states that *“no extension or alteration should result in a situation where the amenity of any neighbouring properties would be adversely affected. Significant adverse impact on privacy, daylight and general amenity will count against a development proposal.”* Section 2.3 (Rear House Extensions) of the HDG notes that: *“the maximum dimensions of any single-storey extension will be determined on a site-specific basis.”*

Daylight and Sunlight Receipt

Development relating to the addition of new structures only includes the c. 2 m projection to the existing rear single-storey extension. The additional proposed works relating to roof replacement and windows would not have any impact on the daylight or sunlight receipt of neighbouring properties.

The additional ground-floor extension to the rear would match the flat roof height of the existing extension at c. 3 m, with the existing side (south-eastern) elevation projecting further to the rear. Based on a 45° assessment, outlined in the HDG, the additional projection passes on both an elevation and plan view in terms of impact to daylight receipt for the nearest neighbouring windows (to the south-east). Using the same assessment to assess potential for overshadowing, the proposed extension also passes on an elevation view as it would be set in slightly from the mutual boundary. On this basis, while some degree of overshadowing and impact to daylight receipt may occur, the modest scale of the proposed extension, combined with the separation distances to the nearest neighbouring properties is sufficient to ensure that it would not adversely impact the amenity of neighbouring properties.

Privacy and Outlook

The proposed rooflights to the rear roof plane of the application dwelling would overlook the applicant's own rear garden and would not have any impact on the privacy or outlook of neighbouring properties.

The proposed enlargement of the existing window to the side (south-eastern) elevation of the original dwelling would introduce additional glazing to the lower section with the cill and existing masonry below to be removed. The existing window above would not be affected. The window is c. 3.7 m from the boundary wall. The boundary wall is 1.1 m high with an additional boundary fence on the neighbouring side rising to 1.8 m above the ground level of the application site. The midpoint of the existing window aligns approximately with the height of the existing boundary fence, with the newly proposed glazing below to be full obscured by existing boundary treatments. The proposed

window enlargement would thus not have an adverse impact on the privacy of the neighbouring property.

Additionally, as identified under *Item 1* raised in representations regarding previous obscure glazing, as the window is located to the side elevation of the dwelling, Class 7A of the Town and Country Planning (General Permitted Development) (Scotland) Order 1992, as amended, permits the alteration of windows on side elevations that do not front a road for dwellings within conservation areas. Furthermore, there is no record of permitted development rights having been removed by condition specific to this property and as such the removal of obscure glazing would constitute permitted development.

The proposed ground-floor extension would include two narrow high-level windows along its side (south-eastern) elevation. Given the height and size of these windows, they would not provide for viewing out from the proposed extension and would thus not have an adverse impact on the privacy of the neighbouring property. An additional vertical window would be sited to the rear of the side elevation and would face towards the mutual boundary. The same dimensions of the boundary wall and fencing as mentioned above apply adjacent to this window, with the window height extending to c. 2.1 m from ground level adjacent to the 1.8 m high boundary fence. The boundary treatment would provide adequate screening between both properties, and the proposed window would thus not have an adverse impact on the privacy of the neighbouring property.

The rear elevation of the ground-floor extension would be predominantly glazed, overlooking the large rear curtilage of the application site. Given the rear siting, the glazing would not have an adverse impact on the privacy of neighbouring properties.

Summary

To summarise, the proposed development would not have an adverse impact on the amenity of the surrounding area, including the residential amenity of the neighbouring properties, in accordance with Policy 16 of NPF4 and Policy H1 of the ALDP, as well as the relevant guidance contained within the HDG.

Tackling the Climate and Nature Crises, Climate Mitigation, and Adaptation

Policy 1 (Tackling the Climate and Nature Crises) of NPF4 requires significant weight to be given to the global climate and nature crises in the consideration of all development proposals. Policy 2 (Climate Mitigation and Adaptation) of NPF4 requires development proposals to be sited and designed to adapt to current and future risks from climate change.

The proposed householder development would be sufficiently small-scale such that it would not make any material difference to the global climate and nature crises, nor to climate mitigation and adaptation. The proposals are thus acceptable and do not conflict with the aims and requirements of Policies 1 and 2 of NPF4.

Matters Raised in Representations

The following items, received from representations, are deemed material to the consideration of planning applications. Each item is addressed below:

2. A revised plan (25-483/02) identifies the central room on the front elevation of the building as a bathroom, whereas in reality this room is a bedroom/office.

While every effort should be made to ensure accuracy of submitted plans, the verification of internal layouts is not a requirement for the validation of planning applications. Furthermore, any internal alterations are not 'development' and thus fall outwith the remit of the planning authority as outlined in Part III, Section 26 of the Town and Country Planning (Scotland) Act 1997. It should be noted that for this specific application, the siting of the room in question and its identified use has no bearing on the works proposed.

3. Concerns regarding works that appear to have commenced between the time of the original application and the re-notification, comprising of the excavation of a trench from the main house to the middle of the garden, and the installation of drainage pipework and armoured electrical cabling.

Excavation of garden ground less than 0.5 m would not constitute development and would thus be outwith consideration by the planning authority. Evidence provided to the Council appeared to indicate at the time of receipt that the works did not constitute development. However, as a note, the Council's Planning Enforcement Charter outlines threshold's where works may become development, which may then either require planning permission or fall within permitted development rights. Should further evidence indicate a breach of planning, this would become a matter for the Council's Planning Enforcement team.

4. There appears to be an ongoing intention to use the property as a House in Multiple Occupation (HMO) and to create a separate dwelling within the garden.

The submitted planning application is for external alterations to the application site and not for a change of use and the use of the site is not a material consideration for this application. However, the applicant has been advised that should the use of the dwelling fall within the definition of an HMO (outlined under Policy D8 (Houses in Multiple Occupation) of the Aberdeen Local Development Plan 2023) or be operate as a short-term let, a separate planning application for a change of use and / or HMO License application would be required. Any operation outwith these requirements would be subject to enforcement action.

ADMINISTRATIVE MATTERS

The following items, received from representations, made are deemed non-material for the following reasons:

15. Proposal would have a detrimental effect on the neighbour's property value.

Impacts to property value are not a material planning consideration.

16. Concern regarding accessing the rear lane garage of a neighbouring property during construction works.

Construction operations and road usage are not directly a material consideration for the determination of planning applications. However, details regarding permitted hours of construction and potential requirements for road usage consents are outline below under 'Advisory Notes for Applicant.'

17. Seeking information as to when and approximately how long this build conversion will take to be completed when approved.

Unless otherwise stated, all planning approvals have a validity of three years in which applicants can begin development. There is no requirement for applicants to provide construction timelines once development commences. However, see above comment regarding hours of operation and road usage during construction.

RECOMMENDATION

Approve Conditionally.

REASON FOR RECOMMENDATION

The proposed development would not have an adverse impact on the character, appearance and amenity of the existing dwelling and the surrounding area, would not constitute overdevelopment and would not result in the loss of any open space, all in accordance with Policy 16 (Quality Homes) of National Planning Framework 4 (NPF4) and Policy H1 (Residential Areas) of the Aberdeen Local Development Plan 2023 (ALDP). The proposed works are also compliant with the relevant guidance set out in the Householder Development Guide.

The proposed works would be of an appropriate design, scale, siting and materials for the context of the application site, in accordance with Policies 14 (Design Quality and Place) of NPF4 and D1 (Quality Placemaking) of the ALDP. The works would also preserve the character and appearance of the conservation area, in accordance with Historic Environment Policy for Scotland, Policy 7 (Historic Assets and Places) of NPF4 and Policy D6 (Historic Environment) of the ALDP, as well as Aberdeen Planning Guidance: Repair and Replacement of Windows and Doors.

The proposed householder development would be small-scale and would not have any material impact on the climate and nature crises, nor on climate mitigation and adaptation, therefore the proposals do not conflict with the aims and requirements of Policies 1 (Tackling the Climate and Nature Crises) and 2 (Climate Mitigation and Adaptation) of NPF4.

CONDITIONS

(01) DURATION OF PERMISSION

The development to which this notice relates must be begun not later than the expiration of 3 years beginning with the date of this notice. If development has not begun at the expiration of the 3-year period, the planning permission lapses.

Reason - in accordance with section 58 (duration of planning permission) of the 1997 act.

ADVISORY NOTES FOR APPLICANT

(01) HOURS OF DEMOLITION AND CONSTRUCTION WORK

Unless otherwise agreed in writing with Aberdeen City Council Environmental Health Service (poll@aberdeencity.gov.uk / 03000 200 292), demolition or construction work associated with the proposed development should not take place out with the hours of 07:00 to 19:00 Mondays to Fridays and 08:00 to 13:00 on Saturdays. No noisy work should be audible at the site boundary on Sundays.

Where complaints are received and contractors fail to adhere to the above restrictions, enforcement action may be initiated under the Control of Pollution Act 1974.

(02) OCCUPYING OF ROADSPACE

Should construction equipment be required to be kept on a public road (i.e. a skip), an application to occupy a road or footpath should be submitted to the Council's Roadworks Coordination team at <https://www.aberdeencity.gov.uk/services/roads-transport-and-parking/apply-occupy-road-or-footpath>.