

Appendix 2 - Summary of Representations Received, Officers' Responses and a List of Other Minor Amendments

Respondent	Section	Summary of Comment	Response to Comment	Changes (if any)
Aberdeen Civic Society	Sections 1, 2 and 3	Sections 1, 2 and 3 need no comment from the Society.	Noted.	N/A
Aberdeen Civic Society	Section 4	Suggest rearranging the "Do I Need Consent" diagram with the green observation on the left and all the red & orange comments on the right.	We agree that reorganising the diagram in this way may provide better clarity.	The diagram has been updated to reflect this comment.
Aberdeen Civic Society	Section 7	Section 7 no comment.	Noted.	N/A
Aberdeen Civic Society	Section 8	There appears to be a heading missing in the second column of the chart.	Yes, a heading has been missed from this Table.	The following heading text has been inserted: "Conservation Areas: Public Elevations"
Aberdeen Civic Society	Section 9	It might be helpful to the General Public to have a Summary expressing clearly in brief and direct	Section 8 provides a general summary in chart format as to what type of proposal would	Contact details for the Development Management Team provided in Section 9. This addition has resulted in some formatting changes to this page.

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		<p>terms what is required of them and where to go for further advice.</p>	<p>generally be appropriate in different circumstances. It is considered that any attempt to summarise further would detract from the information being relayed. Section 9 goes on to discuss how a planning application could be submitted. We acknowledge that contact details should be provided within this section.</p>	
Culter Community Council	Section 1	<p>Add a point about Listed Building and Planning consents being required by solicitors when buying/selling property (as encouragement for people to apply/comply).</p>	<p>This point is already made in Section 9, however it is recognised that the point could also helpfully be made towards the beginning of the TAN. It is considered that the Introductory section would not however be</p>	<p>The following sentence has been added to Section 3: “Unauthorised windows and other works can also be identified by conveyancing solicitors and can affect property sales.”</p>

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			<p>the best place to include this text, so a sentence has instead been included in Section 3 – Why Do we Manage Change?</p>	
Culter Community Council	Section 5.1	<p>Add a line which gives guidance for what to do when a listed building already has unauthorized windows put in by previous owners on an unknown date.</p>	<p>It is agreed that the TAN could benefit from inclusion of advice on this topic. It is thought that the best place for this advice to be included would be in Section 6.3.</p>	<p>The following paragraph added to the introduction of Section 6.3: “The reinstatement of the original types and arrangements of windows and doors will be encouraged. Modern windows and doors which are badly proportioned, the wrong type or incorrectly glazed should be restored to the original proportions wherever possible. If there is no indication what the original windows or doors were like, then authentic historic precedents can often be found on neighbouring properties.” This addition has resulted in some formatting changes to this page / section.</p>
Culter Community Council	Section 5.2	<p>Please emphasize the need for</p>	<p>This matter is already addressed in Section 5.1</p>	<p>The second paragraph of Section 5.2 has been reworded as follows:</p>

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		<p>Planning Permission and Listed Building Consent being needed for listed buildings in a conservation area. It is often assumed that they are the same thing or are connected, and that applying for one automatically applies for the other.</p>	<p>but will be repeated in Section 5.2 to ensure clarity.</p>	<p>“If your property is not a Listed Building but is located within a Conservation Area then you will require Planning Permission to alter or replace windows or doors other than on a “like for like” basis (as described in Section 5.1). If you property is both a Listed Building and located in a Conservation Area then you will need to apply for both Listed Building Consent and Planning Permission. These requirements apply to both modern and older, traditional, properties.” This addition has resulted in some formatting changes to this page / section.</p>
Culter Community Council	Section 6.3 Colour Palette	<p>Please emphasize that dark brown wood is not acceptable.</p>	<p>Guidance from Historic Scotland tells us that many mid-to-late 19th century timber windows were painted in dark colours including red, green, blue, brown, black and grey. As such there may be instances where dark brown</p>	<p>The following sentence has been added to Section 6.3: “Stained or varnished wood finishes will be unacceptable, expect on non-public elevations in Conservation Areas.”</p>

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			<p>painted timber may be acceptable if it can be proven that this would reflect the original colour of the wood. There is provision for this in the TAN as currently drafted. Stained timber will not however be acceptable, and this should be clarified within the guidance.</p>	
Culter Community Council	Section 8	Column titles missing for "Conservation Areas Public Elevations".	Yes, a heading has been missed from this Table.	The following heading text has been inserted: "Conservation Areas: Public Elevations"

Other Minor Amendments

Section	Reasons for Change	Change Made by Officers
Section 1	There is a need to clarify that the advice in the TAN is not applicable to	Last paragraph in Section 1 altered to read as follows: "The TAN does not include guidance on new dormer windows or rooflights, as these are covered separately within the Householder Development Guide Supplementary Guidance, available at:

Section	Reasons for Change	Change Made by Officers
	<p>rooflights as these are discussed separately in the Householder Supplementary Guidance.</p>	<p>www.aberdeencity.gov.uk/localdevelopmentplan.”</p>
Section 4.2	<p>Scottish Natural Heritage (SNH) has contacted us verbally to request that reference be made to the Bats and Development Supplementary Guidance within the TAN.</p>	<p>A new Section 4.2 has been added, which states: “If you are considering repairing or replacing any windows or doors you should also consider the possibility of bats being present. Bats and bat roosts can be found in many kinds of building, old or new, and can sometimes be found roosting in windows frames, window sills, doorways, lintels and porches. Bats are European Protected Species (EPS) and are protected by European, UK and Scottish Law. The main piece of the legislation in the UK for the protection of bats is the Conservation (Natural Habitats, &c.) Regulations 1994 (as amended). If you do not require planning permission for the amendment or replacement of your windows or doors, however suspect that you may have roosting bats, a bat survey will confirm this and whether a licence from Scottish Natural Heritage is likely to be required. Further information about bats, surveys and surveyors can be found in our Bats and Development Supplementary Guidance.”</p>
Section 5.3	<p>There is a need to clarify that permitted development rights for replacing windows or doors do not apply to</p>	<p>The first paragraph of Section 5.3 amended to read as follows: “For properties which are not Listed Buildings or within Conservation Areas, permitted development rights can exist so that small alterations to properties, such as replacing windows or doors, can be undertaken without the need for some permissions. These are not however applicable in the following circumstances:”</p>

Section	Reasons for Change	Change Made by Officers
	Listed Buildings or properties in Conservation Areas.	
Section 5.3	The existing sentence in relation to Burnbanks and Kingells could be made clearer.	The first paragraph relating to Burnbanks and Kingswells updated to read: "In both Burnbanks Village and Kingswells the City Council has taken the decision to remove some or all Permitted Development Rights via an Article 4 Direction, and so planning permission for replacing or amending windows / doors in these areas will be required."
Section 8	The word 'designs' should be removed from the second part of Section 8 where pictorial examples are provided.	Section 8 pictorial text amended to read as follows: "Examples of window and doors to avoid on Listed Buildings and on public elevations in Conservation Areas".
Section 8	Change made to rectify a typographical error in the summary table.	Through astragals will be acceptable on Listed Buildings, as discussed in Section 6.3 (pg 17). The change made addresses a typographical error.
Section 11	Scottish Natural Heritage (SNH) has contacted us verbally to request that reference be made to the	The following addition has been made to the Further Reading List: "Bats and Development Supplementary Guidance http://www.aberdeencity.gov.uk/nmsruntime/saveasdialog.asp?IID=47678&SID=14394 "

Section	Reasons for Change	Change Made by Officers
	Bats and Development Supplementary Guidance within the TAN.	
Section 11	The Householder Development Supplementary Guidance should be referenced in the Further Reading List.	The following addition has been made to the Further Reading List: "Householder Development Supplementary Guidance http://www.aberdeencity.gov.uk/nmsruntime/saveasdialog.asp?IID=45460&SID=14394 "
Appendix 2	Appendix title to be updated to refer to 'Building Standards' rather than 'Building Control'.	Appendix title amended to read as follows: "Appendix 2: Building Standards Information"