

Report

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Report to:	Planning Local Review Body
Date of Meeting:	5 September 2011
Report by:	Executive Director (Corporate Resources)

Subject:	Review of Case – Application CL/08/0054 – Conversion of Coach House
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1. Purpose of Report

1.1. The purpose of the report is to present the information currently available to allow a review of the decision taken by officers, in terms of the Scheme of Delegation, on the following application:-

1.2. *Summary Application Information*

Application Type: Detailed Planning Application
 Applicant: Mr and Mrs P Burns
 Proposal: Conversion and Alterations to Outhouse to form Residential Dwelling
 Location: Moat House (Coach House) Hawksland Road, Hawksland, ML11 9PY
 Council Area/Ward: 4 Clydesdale South

1.3. *Reason for Requesting review*

Refusal of Application Conditions imposed Failure to give decision (deemed refusal)

2. Recommendation(s)

2.1. The Planning Local Review Body is asked to:-

- (1) consider whether it has sufficient information to allow it to proceed to determine the review without further procedure and, if so, that:-
 - (a) it proceeds to determine whether the decision taken in respect of the application under review should be upheld, reversed or varied
 - (b) in the event that the decision is reversed or varied, the reasons and the detailed conditions to be attached to the decision letter are agreed
- (2) in the event that further procedure is required to allow it to determine the review, consider:-
 - (a) what further information is required, which parties are to be asked to provide the information and the date by which this is to be provided
 - (b) what procedure or combination of procedures are to be followed in determining the review

3. Background

- 3.1. The Council operates a Scheme of Delegation that enables Council officers to determine a range of planning applications without the need for them to be referred to Area Committees or the Planning Committee for a decision.
- 3.2. In terms of the Town and Country Planning (Scotland) Act 1997, as amended by the Planning etc (Scotland) Act 2006, and the Town and Country Planning (Schemes of Delegation and Local Review Procedure) (Scotland) Regulations 2008, where an application for planning permission relates to a proposal that falls within the category of “local development” and has been or could have been determined under the Scheme of Delegation, the applicant is entitled to request that the determination be reviewed by the Planning Local Review Body.
- 3.3. In the course of examining the various submissions received in relation to the review of the application, it was noted that the list of interested parties who required to be notified of the review was incomplete. As a result, to ensure that the processes and procedures for considering the review were followed correctly, it was considered necessary to recommence the review process. Although now superseded by the information attached at **Appendices 6, 7 and 8**, all the information collected following receipt of the original Notice of Review is attached, as background information, at **Appendix 5**

4. Notice of Review – Statement of Reasons for Requiring the Review

- 4.1. In submitting their Notice of Review, the applicants have stated their reasons for requiring a review of the determination in respect of their application. (**Refer Appendix 6**)
- 4.2. The applicants are entitled to state a preference for procedure (or combination of procedures) to be followed and have indicated that their stated preference is as follows:-

<input checked="" type="checkbox"/>	Further written submissions	<input checked="" type="checkbox"/>	Site inspection
<input checked="" type="checkbox"/>	Hearing session(s)	<input type="checkbox"/>	Assessment of review documents only, with no further procedure

- 4.3. However, members will be aware that it is for the Planning Local Review Body to determine how a case is reviewed.

5. Information Available to Allow Review of Application

- 5.1. Section 43B of the Planning etc (Scotland) Act 2006 restricts the ability of parties to introduce new material at the review stage. The focus of the review should, therefore, be on the material which was before the officer who dealt with the application under the Scheme of Delegation.
- 5.2. The following information is appended to this report to assist the Planning Local Review Body in its review of the decision taken by officers:-
- ◆ Planning Application Form (**Appendix 1**)
 - ◆ Report of Handling by the Planning Officer under the Scheme of Delegation (**Appendix 2(a)**)
 - ◆ Site photographs and location plan (**Appendix 3**)
 - ◆ Decision notice (**Appendix 4**)

- ◆ Original Notice of Review, Statement of Observations and applicant's response to the Statement of Observations (**Appendix 5**)
- ◆ Second Notice of Review including statement of reasons for requiring the review (**Appendix 6**)

5.3. Copies of the following information are either attached or will be available for reference at the meeting of the Planning Local Review Body:-

- ◆ Relevant drawings (available for inspection within Administration Services prior to the meeting and available for reference at the meeting)
- ◆ Copies of submissions from statutory consultees (**Appendix 2(b)**)
- ◆ Copies of representations (**Appendix 2(c)**)

6. Notice of Review Consultation Process

6.1. Two further submissions, including a Statement of Observations from the Planning Officer on the applicant's second Notice of Review, were received in the course of the 14 day period from the date on which that review notification was given and these are attached as **Appendix 7**.

6.2 The applicants had the opportunity to comment on those further representations. Comments from the applicants are contained in their submission attached as **Appendix 8**.

Robert McIlwain
Executive Director (Corporate Resources)

25 August 2011

Link(s) to Council Objectives/Values/Improvement Themes

- ◆ Improve the quality of the physical environment
- ◆ Governance and accountability

Previous References

None

List of Background Papers

- ◆ Guide to the Planning Local Review Body

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

Pauline MacRae, Administration Officer

Ext: 4108 (Tel: 01698 454108)

E-mail: pauline.macrae@southlanarkshire.gov.uk