

# CONSERVATION AREAS

Supplementary Planning Guidance: SPG.31 - NLLP Policy NBE.1 and NBE.2

Copies available from Planning & Development, Fleming House, Cumbernauld G67 1JW or from [www.northlanarkshire.gov.uk/spg](http://www.northlanarkshire.gov.uk/spg)

## INTRODUCTION

### 1. What is a Conservation Area?

A Conservation Area is: ‘an area of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance.’ Information on conservation areas can be found at [www.northlanarkshire.gov.uk/conservation-areas](http://www.northlanarkshire.gov.uk/conservation-areas).

North Lanarkshire Council has designated parts of its area which are of sufficient architectural or historic interest to merit Conservation Area status. This ensures that each area’s special character is maintained by:

- Retaining important original features
- Preventing insensitive new development

### 2. How can you find out if you live in a Conservation Area?

Maps showing the detailed boundaries of the Conservation Areas can be found on the Council’s website at [www.northlanarkshire.gov.uk](http://www.northlanarkshire.gov.uk). Alternatively copies can be obtained from the Development Implementation Team at Fleming House, Cumbernauld, Tel: 01236 632635.

### 3. What does Conservation Area Status Mean?

Conservation Areas are designated to protect the character by retaining original architectural features and styles. Planning controls are aimed at maintaining the integrity of the area and enhancing it when possible. Conservation Area status does not mean that new development is forbidden just that it should preserve or enhance the character and appearance of the area. North Lanarkshire Council will advertise any application which impacts on the Conservation Area. This gives the public an opportunity to make comments which are included in the Council’s decision making process.



*Character is derived from the cumulative impact of small details*



*Traditional details and materials enhance the character and help ensure value is retained.*

## PURPOSE OF THIS GUIDANCE

This Supplementary Planning Guidance provides information and advice to those living or proposing development within Conservation Areas.

It provides guidance on Conservation Area Consent and the need for planning permission and making changes to residential property and maintenance.

This guidance will be given material weight when considering planning applications.

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**The Council will seek to ensure these principles are achieved through the development management process**

# A. POLICY CONTEXT

## 2. North Lanarkshire Local Plan

The following policies are of relevance:

### Policy NBE 1 Protecting the Natural & Built Environment - B Built Environment

Development should avoid causing harm to the character or setting of the sites listed below. Planning permission will only be granted for such sites where the character and appearance of the site and its setting is preserved or enhanced - including any special interest or features of architectural or historic interest. Additional assessment criteria specific to those sites are listed below.

#### 3A: Conservation Areas

- Applications in principle will not normally be considered appropriate
- Development shall be consistent with any relevant Conservation Area appraisal or management plan
- Design, materials, scale and siting of any development shall be appropriate to the character of the CA and its setting
- Trees which...contribute to the character and appearance shall be preserved (or replaced if health reasons justify)
- Where an existing building contributes positively... presumption against demolition shall apply

### Policy NBE 2 Promoting the Natural & Built Environment - B Built Environment

The Council will promote the following built environment improvement initiatives by requiring proposals affecting those sites or their settings to contribute to their enhancement.

- Design Statements should include a character appraisal as part of any development or design brief
- development shall be consistent with any relevant Conservation Area appraisal or management plan

Refer to Supplementary Planning Guidance on: 15: Design Tools and 02: Trees and Development

# B. PLANNING

## B.1 Conservation Area Appraisal and Management Plans (CAAMPs)

A Conservation Area Appraisal defines what is important about the character and appearance of the area.

Conservation Area Appraisals and Management Plans (CAAMPs) have been prepared for each Conservation Area in North Lanarkshire. These provide a detailed appraisal of the buildings, features and spaces which characterise the individual Conservation Areas. They also set out a Conservation Management Plan for its preservation and enhancement and provide guidance for development proposals. For further information on your area please consult the following:

- SPG 06 Kilsyth
- SPG 25 Hamilton Road, Motherwell
- SPG 26 Dullatur
- SPG 27 Cumbernauld Village
- SPG 28 Blairhill and Dunbeth, Coatbridge
- SPG 29 Drumgelloch, Airdrie
- SPG 30 Victoria and Town Centre, Airdrie

For general information please consult:

- SPG 05 Rescuing a Listed Building
- SPG 02 Trees and Development
- SPG 15 Good Design Tool Kit
- SPG 38 Householder Guidance

## B.2 Conservation Area Consent

Conservation Area Consent is required if you intend to demolish an unlisted building or any substantial walls or boundaries within a Conservation Area. Demolition proposals will be judged on how they affect the area and the quality of the building. Consent will not normally be granted without detailed proposals for an appropriate replacement building. The relevant form can be found at <https://eplanning.scotland.gov.uk/WAM/staticforms.htm?localAuthority=285>

The special architectural and visual qualities characterising the area must be taken into account when preparing proposals. Careful attention should be paid to scale, bulk, height, materials, colour, vertical or horizontal emphasis and detailed design. Where no building is proposed, the use and layout of the cleared site for parking access or amenity purposes will require to be approved. Application forms and further advice can be obtained from the Development Management Teams (see back page). Once submitted your application is likely to be advertised in the local press and a twenty one day period allowed for public comment. If in doubt ask a member of the team who will be happy to assist you.





## CONSIDERATIONS

### B.3 Conservation Area Regeneration Schemes (CARS)

Funding is sometimes available from Historic Scotland to provide financial assistance for area based regeneration and conservation area initiatives undertaken by local authorities. NLC has completed a Conservation Area Regeneration Scheme in Kilsyth Town Centre and is currently pursuing a CARS in Cumbernauld Village and Coatbridge.

### B.4 Trees

Trees (with a diameter over 90 mm) are protected by law in a Conservation Area. It is illegal to cut down, lop, top, uproot, wilfully damage or destroy a tree without consulting NLC. If you wish to carry out work on trees in a Conservation Area, you must give the planning authority six weeks notice of the work to be carried out. It helps if this notification is accompanied by a qualified Tree Surgeon's report.



*Trees have a positive impact on conservation areas*



*In some instances windows are replaced with UPVC without consent, which would be a breach of regulations and may cause difficulties with a future sale.*

## C. PLANNING PERMISSION

C.1 Managing change rather than preventing development is the key to Conservation Areas remaining alive and prosperous. Any development must accord with the area's special architectural and visual qualities. New development which is well designed as part of the established character of an area and contributes positively to its enhancement is actively encouraged.

The Town & Country Planning (General Permitted Development) (Scotland) Amendment Order 2011 requires that the following works require permission within a conservation area:

- Any extension to the house
- Any alterations or change in appearance to the roof (including slating, tiling, roof lights, dormers, solar panels)
- Construction or alteration to any porch outside an external door
- Construction or alteration of external access ramps
- Any improvement, addition or other alteration to the external appearance of the house (including window replacement, solar panels, flues, satellite dishes, painting & cladding)
- Any building, engineering, installation or other operation within the curtilage of the house (including free standing solar panels, flag pole, oil tank, balcony, wind turbine, raised platform or terrace, swimming pool and sheds, garages and other buildings with a floor area exceeding 4 square metres)
- Hard surfacing within the curtilage of the house
- Decking with a floor area exceeding 4 square metres
- Construction, maintenance, improvement or alteration of any gate, fence, wall or other enclosure within or bounding the curtilage of the house.

### C.2 Development

When dealing with development in a Conservation Area the Council will consider how the proposal:

- Affects the historic street pattern, spaces, existing building lines and boundary enclosures.
- Affects distinctive areas, groups of buildings, trees and other features which are an important part of the character of the area
- Relates to the scale, proportions, materials and character of adjacent buildings and other features of the area
- Will secure the retention or re-instatement of traditional detailing and architectural feature.  
Is well designed and appropriate for the location

More detailed information, advice, application forms and guidance on fees can be obtained from the Development Management Teams, see back page.

### 3. Article 4 Directions

Additional controls known as Article 4 Directions are in place in most Conservation Areas. These controls restrict householder development as well as other works. However, controls on works to houses in conservation areas are now covered by new GDPO Amendment Order 2011 as summarised in section C.1 (See Householder SPG's for further detail.)

## D. CHANGES TO RESIDENTIAL BUILDINGS IN

1. In general it is beneficial to undertake early, preventative repairs so as to avoid major replacement. The following section provides guidance on making changes to key aspects of a building and when consent is required.

### 2. Rainwater Goods

Like for like replacement or repairs can be carried out without consent providing the works would not alter the external appearance of the house. Gutters and downpipes are an essential way of removing excess water from the roof and preventing water penetrating the building's fabric. Cast iron requires painting but has a long lifespan, durability and adds continuity to the buildings in a Conservation Area. Regular checks can be an early indication that they are failing.

### 3. Exterior Walls

Consent is required for works which would change the appearance of exterior walls. This would include using modern substances (painting or cladding) in place of the traditional / existing. Lack of maintenance and inappropriate repairs to external stone walls have a direct effect on the structure of a building. Cement mortar is less porous and moisture can be held within the stone resulting in failure of the surrounding stonework and further water ingress. This can lead to dampness and serious defects such as rot. Lime mortars allow moisture to evaporate away from the building. Cement mortars can weaken the surrounding stone resulting in spalling detrimental to the buildings appearance. Plants such as shrubs, ivy and small trees should be removed from buildings. Their root systems establish quickly in the stone / brick pushing masonry apart and allowing water to get into the fabric.



*Ivy can penetrate and damage stonework.*

4. Cleaning of stone or brickwork is normally unacceptable as this can result in damage to the building. Any proposed cleaning methods should be tried first on an inconspicuous area by a trained professional. Painting stone or brickwork also inadvisable as it can cause deterioration and speed up decay. Water repellent solutions should never be applied as moisture can become trapped and result in increased frost damage.



*5 Vegetation damaging stonework.*

### 5. Chimneys

Any alterations to the roof of the building would require planning consent. Chimneys can be a variety of shapes, sizes and decorative styles. Their prominent location contributes significantly to the overall appearance and character of a Conservation Area. It is essential that a regular inspection programme is undertaken. Today many chimneys are redundant but without regular maintenance they can weaken and water penetration may go untreated. Repairs and maintenance must match the original chimney stacks in colour, texture, porosity and design.



### 6. Flashings and Leadwork

Lead is traditionally used to protect exposed areas such as parapets, gutters, chimney stacks, dormers and flashings. It is hard wearing, malleable, and often used in a decorative manner. Regularly maintained lead flashings can be effective for more than 100 years. However decay can occur and maintenance is essential to avoid water ingress, heavy saturation of stone work and unsightly staining on external walls. Any maintenance which would affect the external appearance would require consent. Modern alternatives such as felt, zinc and bituminous treatments are generally best avoided due to their short lifespan and appearance.



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## 7. Roofs (Dormer and Velux windows)

The roof is the most exposed area of the building and all works affecting the roof in a conservation area require consent. The roof's visual contribution to individual buildings and the wider streetscape is vital and key to the protection of the building. Slates have a long life span and should be dressed, sized and re-used where possible. It is often the fixings and supporting timbers which deteriorate before the slates. Ideally roof traffic such as repair and maintenance, chimney sweeping and the installation & repair of TV aerials should be minimised to reduce damage and professional inspections should be carried out every 5 years or so.

Local building traditions and methods should be followed by a skilled slater when undertaking repairs. Original slates / tiles should be salvaged and re-used wherever possible in the more prominent areas. Replacement slates / tiles can be used for less noticeable areas of the roof. Full re-roofing should only be considered when the roofing materials have come to the end of their life or repairs are no longer cost effective.



*Original glazing v replacement UPVC glazing units*

## 8. Windows

Windows are key features providing balance and unity to the building's façade. Replacing such period features with modern designs can be detrimental to the building's appearance. Replacing windows with PVC always requires consent (even if the windows have been previously changed to PVC as this may have been done without permission). However with regular maintenance and repair, traditional windows can easily exceed the lifespan of modern alternatives. Inspecting external paint work, cills, joints and timber regularly can reduce the loss of original material. Sash cords and weights should also be checked to keep the window in full working order and reduce additional stress on the frame. Regular repainting will prevent timber decay and window components sticking. Damaged sections of timber can often be repaired less expensively than replacing the entire window. It is important that any replacements replicate all of the original features. Restoration of stained glass can be achieved by specialists. For the avoidance of doubt, and to protect the character of buildings within the Conservation Area, uPVC double glazed window units are not acceptable on public elevations. Consideration may be given to uPVC units being used on elevations which are not seen by the public.

## 9. Cast Iron Roof Lights

Replacement double glazed cast metal roof lights are readily available for originals which are in a poor condition and should be fitted flush with the roof.

## 10. Doors

Replacing external doors requires planning consent. Original doors are important to the character of the property. Their replacement with mass produced modern doors should be avoided. The quality of timber used in original doors is far better than that used today. The salvaging of these features is actively encouraged. Their character is enhanced by original locks and hinges. Such fixtures should remain in good working order with regular maintenance and oiling. Repainting all surfaces of the door will reduce water penetration and prevent timber decay. Advice is available from the Council regarding the preferred choice of paint. For the avoidance of doubt, and to protect the character of buildings within the Conservation Area, uPVC doors are not acceptable on public elevations, but may be considered acceptable on elevations which are not seen by the public.

## E. MAINTENANCE

### 1. Owner / Occupier's Role

As an owner or occupier you will play an important role in protecting the character of the Conservation Area through regular maintenance and repair of your property. This contributes significantly to the special appearance and character of your area. Regular clearing of gutters, repair of leaky down pipes, re-pointing of stonework, painting of windows and the replacement of broken or missing slates all help keep the building wind and watertight and prevent decay.

2. Insensitive new developments and the removal of original features can harm the appearance of the area as much as crumbling masonry and overgrown gardens. This is why it is important that works such as painting of buildings, changes to windows and doors, the addition of extensions or conservatories, the demolition of outbuildings and boundary walls are done in a sensitive way. It is always a good idea to check with the Council for advice before starting any work to your property. This could prevent work needing to be removed or changed and save you time and money in the longer term. It is worth noting that as an owner you are legally responsible for any accidents caused by defects in a building.

### 3. Routine Maintenance

A planned approach to routine maintenance incorporating regular inspections is the best way to protect and enhance your building. Inspections should cover the following four main categories:

- Roof coverings / structure
- Rainwater disposal system (guttering / down pipes)
- External walls / coverings
- External joinery / ironwork

### 4. Guidance

Useful information and guidance on repair and maintenance is available to download free from [www.historic-scotland.gov.uk](http://www.historic-scotland.gov.uk) (follow links from free publications to conservation, repair and maintenance) or by phoning 0131 668 8600. INFORM Guides cover important aspects of care maintenance and repair of various elements of traditional buildings, walls and fences. There are over 40 INFORM Guides on a wide range of topics. The most useful for property in Conservation Areas are:

- sash and case windows
- timber window shutters
- slate roofs
- roof lead work
- external timber doors
- masonry
- chimneys and flues
- cast iron rainwater goods
- domestic boundary walls
- iron gates and railings



*Repair and Maintenance is essential*



# F. EXTERNAL MAINTENANCE SURVEY CHECKLIST

This checklist is useful for logging defects at 6 month or yearly intervals and following storms and bad weather. It covers the main areas of the property's exterior and ensures a consistent approach.

Property Address:				
Date:	General <input type="checkbox"/>	6 months <input type="checkbox"/>	12 months <input type="checkbox"/>	After Storm <input type="checkbox"/>
Elevation	North <input type="checkbox"/>	South <input type="checkbox"/>	East <input type="checkbox"/>	West <input type="checkbox"/>
	Defect	Priority	Comments	
<b>Roof</b>				
Roof Slates / Tiles				
Ridges				
Hips				
Flashings				
Skews				
Junctions				
Other				
<b>Rainwater Goods</b>				
Downpipes				
Gutters				
Hopper heads				
Fixings				
Other				
<b>Chimney</b>				
Stacks				
Pots				
Copes				
Other				
<b>Walls</b>				
Stonework				
Brickwork				
Harling / Render				
Pointing				
Other				
<b>Windows</b>				
Glazing				
Cills				
Joints				
Paintwork				
Putty				
Other				
<b>Doors</b>				
Glazing				
Joints				
Paintwork				
Hinges				
Door Furniture				
Other				





*Special local character is derived from the cumulative effect of small unique details - these should be preserved wherever possible.*

**The boundaries of 6 Conservation Areas in North Lanarkshire were reviewed and amended in 2010/11, Kilsyth having been reviewed in 2009. The boundaries can be found at [www.northlanarkshire.gov.uk/conservation-areas](http://www.northlanarkshire.gov.uk/conservation-areas)**

## G. Checklist

*does your application for development include...*

The Council will expect most applications for schemes within a Conservation Area to include a Conservation Statement (as part of a Design Statement) which provides the following information:-

- a Character Appraisal - as per the checklist at the back of Planning Advice Note 71 - Conservation Area Management (<http://www.scotland.gov.uk/Publications/2004/12/20450/49052>) identifying the design rationale by which any new development will reflect the area's special architectural or visual qualities and "fit in". (see also SPG 15 Good Design Toolkit, page 4.
- how the scheme secures the repair and retention of features of interest
- an assessment of alternative design approaches to ensure that the development minimises any harm to the character or appearance of the area - in line with Local Plan Policies NBE1, NBE2 and DSP4
- how the development preserves or enhances the existing character through appropriate design, materials, scale and siting
- how the scheme minimises any harmful demolition works or mitigates any loss of mature trees - whilst enhancing and addressing areas of poor character

## H. CONTACT DETAILS AND FURTHER GUIDANCE

The latest Supplementary Planning Guidance and index can be found online at:- [www.northlanarkshire.gov.uk/spg](http://www.northlanarkshire.gov.uk/spg)

### North Lanarkshire Council Strategic Planning

#### Development Implementation Team

Fleming House, 2 Tryst Road, Cumbernauld G67 1JW

T: 01236 632625  
[esdesign@northlan.gov.uk](mailto:esdesign@northlan.gov.uk)

### North Lanarkshire Council Development Management

01236 632500

[www.northlanarkshire.gov.uk](http://www.northlanarkshire.gov.uk)

### North Lanarkshire Council Building Standards

Municipal Buildings  
Kildonan Street  
Coatbridge ML5 3LN  
01236 812440

### Scottish Government

[www.scotland.gov.uk/topics/planning](http://www.scotland.gov.uk/topics/planning)

Contains general information on planning and building standards. Scottish Planning Policy and Planning Advice Notes, including **PAN71** Conservation Area Management, and **PAN52** Planning & Small Towns

### Historic Scotland Conservation Bureau

Longmore House, Salisbury Place, Edinburgh, EH9 1SH  
T: 0131 668 8668

[hs.conservation.bureau@scotland.gsi.gov.uk](mailto:hs.conservation.bureau@scotland.gsi.gov.uk)

For assistance, and publications on various technical matters

This is one of a series of Supplementary Planning Guidance Leaflets aimed at encouraging good practice in the design and layout of new development. The advice supplements the policies in the North Lanarkshire Local Plan. The Council will have regard to this Guidance when assessing the merits of planning applications. This leaflet was, following public consultation and consideration of all comments made, formally approved as Supplementary Planning Guidance. It is available on-line and can be translated or provided in other languages or formats on request

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