

# Development Management Sub-Committee

**10 am, Wednesday, 6 November 2013**

## Protocol Note for Hearing

**Planning Applications nos. 13/02458/FUL and 13/02459/LBC –**

- 1. Alterations to and change of use from offices to form residential accommodation (as amended).**
- 2. Alterations to form studio residential accommodation (73 units) and associated works including removal of existing internal walls and insertion of new internal partitions; insertion of new windows to rear elevation; insertion of conservation roof lights to rear slope of roof; creation of sun room access to new roof terrace and installation of balustrade; addition of photo-voltaic panels to flat roof; and widening of existing access on south east elevation (as amended to delete rooftop sun room).**

<b>Item number</b>	6.1
<b>Report number</b>	
<b>Wards</b>	Leith Walk

### **Carol Campbell**

Head of Legal, Risk and Compliance

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# Summary

## Protocol Note for Hearing

### Summary

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The Council is committed to extending public involvement in the planning process. Hearings allow members of the public to put their views on planning applications direct to the Councillors on the Development Management Sub-Committee.

The Sub-Committee members have a report on the planning application which contains a summary of the comments received from the public. Copies of the letters are available for Councillors to view in the group rooms.

### Committee Protocol for Hearings

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The Planning Committee on 19 May 2011 agreed a general protocol within which to conduct hearings of planning applications, as follows:

- Presentation by Head of Planning      15 minutes
- Presentation by Community Councils    15 minutes, each
- Presentation by Other Parties          5 minutes, each party
- Questions by Members of the Sub-Committee
- Presentation by Applicant              15 minutes
- Presentation by Ward Councillors      5 minutes each member
- Questions by Members of the Sub-Committee
- Debate and decision by members of the Sub-Committee

## Order of Speakers for this Hearing

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1	Head of Planning and Building Standards - presentation of report	10.05– 10.20 am
2	Community Councils New Town Broughton Community Council Leith Central Community Council	10.20-10.35 1040- 10.55
3	Objectors –  Parents of Children at Broughton Primary School  Malcolm Chisholm MSP	11.00-11.05  11.10-11.15
4	Applicants – Kingsford Developments, per Scott Hobbs Planning, agents	11.20-11.35
5	Ward Councillors – Councillors Chapman and Gardner	11.40-11.50
6	Debate and Decision on Application by Sub- Committee	11.55

Scheduled times are approximate but within this the time limits for speakers will have to be enforced – speakers will be reminded when they have 1 minute remaining. Speakers should keep to “material planning matters” that the Sub-Committee can take into account. Any visual material must be submitted to Committee Services at least 24 hours before the meeting. Decisions will generally be to approve or refuse. Conditions of approval or reasons for refusal may be considered at a subsequent meeting. If the application is continued for further information, the Hearing will not be re-opened at a later stage and contributors will not be invited to speak again. In such cases, the public can attend the meeting to observe the discussion from the gallery.