

Agenda Item	6.5
Report No	PLN/076/23

HIGHLAND COUNCIL

Committee: North Planning Applications Committee

Date: 01.11.2023

Report Title: 23/01298/FUL: Mrs R. Gulay
Former Job Centre Plus Office
Girnigoe Street
Wick

Report By: Area Planning Manager – North

Purpose/Executive Summary

Description: Change of use from Class 2 (Financial and Professional Services) to Class 7 (Hotels and Hostels)

Ward: 03 - Wick and East Caithness

Development category: Local Development

Reason referred to Committee: Objection from more than five households.

All relevant matters have been taken into account when appraising this application. It is considered that the proposal accords with the principles and policies contained within the Development Plan and is acceptable in terms of all other applicable material considerations.

Recommendation

Members are asked to agree the recommendation to **GRANT** the application as set out in section 11 of the report.

1. PROPOSED DEVELOPMENT

- 1.1 Change of use of an existing former office building to hotel use is proposed. Very few external alternations are proposed, aside from the addition of a front entrance porch. It is proposed to provide a total of 41 hotel bedrooms (including two bedrooms adapted for guests with disabilities), alongside a dining area.
- 1.2 Pre-Application Consultation: none.
- 1.3 Supporting Information: none.
- 1.4 Variations: 17 July 2023 –
Further parking and biodiversity details added to Block Plan.
New accessible entrance added, clarification of dining room's exclusive guest use added to Proposed Ground Flood Plan.
Visibility splays added to Location Plan.
18 July 2023: accessible entrance door added to north elevation on Proposed Elevations Plan.
25 August 2023: Block Plan responds to Transport Planning Team's comments.

2. SITE DESCRIPTION

- 2.1 The application site measures 1452 square metres in area and comprises an 'F'-plan building of two to three storeys. Hardstanding for parking purposes and a raised grassed area are located to the building's west (rear). Along with a separate vacant building to its rear (which does not form part of this application), the former Building accommodated the Jobcentre and HMRC, as well as providing a temporary home for The Highland Council from 2013, during redevelopment of Caithness House. More recently, the application building has been in use as an Islamic Centre. Both buildings were most recently purchased at auction in April 2020 and now each appear to lie vacant.
- 2.2 The application building centres around a courtyard which contains three young trees. The application site is surrounded on all four sides by existing residential properties. The site is bound to its east by Girnigoe Street, from where existing vehicular access is taken.

3. PLANNING HISTORY

- 3.1 31 August 2005 05/00363/ADVCA | Erection of internally illuminated projecting sign and non illuminated fascia sign APPLICATION PERMITTED

4. PUBLIC PARTICIPATION

- 4.1 Advertised: John O'Groat Journal, 'Unknown Neighbour'
Date Advertised: 5 May 2023
Representation deadline: 19 May 2023

Timeous representations: Six from six households.

Late representations: None.

4.2 Site neighbours were renotified in October 2023.

4.3 Material considerations raised are summarised as follows:

- a) Rear parking area may be on the site of an ancient graveyard.
- b) General lack of parking spaces / no dedicated parking provision for employees, leading to increased demand/pressure for nearby on-street parking.
- c) Car park access point is narrow, constrained and opposite a busy road junction, with poor visibility – unsuitable for large vehicles such as coaches. Increased use of this access point might lead to further congestion on adjacent roads.
- d) No step-free route between car park and application building, potentially requiring wheelchair users to negotiate narrow access point with vehicles. No disabled parking provision.
- e) The proposed development would encourage private car use, not being conveniently accessible by public transport.
- f) No lighting or signage proposed for rear car park.
- g) Bin/waste disposal provision is deemed to be insufficient for the scale of the development here proposed.
- h) Amenity considerations, should noise-emitting events such as wedding receptions be held.

4.4 All letters of representation are available for inspection via the Council's eplanning portal which can be accessed through the internet www.wam.highland.gov.uk/wam.

5. CONSULTATIONS

5.1 Contaminated Land Officer: no objection. No information held to suggest contamination may be an issue with the application site and so a contaminated land condition is not necessary. As with any redevelopment, the developer should be aware of their responsibilities with regard to Asbestos Containing Material (ACM), identification, removal and disposal to prevent the creation of contamination via the works (if any).

5.2 Environmental Health Officer: no objection. A construction noise and vibration mitigation scheme requested by condition. Demolition and construction hours requested to be limited by condition, in recognition of the application site's noise-sensitive location. Dust mitigation scheme requested to be submitted. Details of an odour mitigation system requested. Details of kitchen layout requested. Once operational, the applicant will need to register as a food business.

5.3 Historic Environment Team – Archaeology: no objection. There is anecdotal evidence that a historic burial ground lies within, or close to, the application area. Although there is no record of this in the Highland HER, the National Record of the Historic

Environment, or on historic mapping, it is considered prudent that precautionary monitoring of ground stripping is required as there remains the potential for buried features or finds to be impacted by this development. While the risk of encountering buried deposits is not such as to warrant a full excavation, it is important that the nature and extent of any features is identified and recorded before destruction. Site clearance work should be done under archaeological supervision so that if necessary, any recording can be done without causing undue delay or inconvenience for the development. Archaeological watching brief requested by condition. This work is relevant for any initial site clearance or groundworks required and any associated works, services or access. A controlled topsoil strip will ensure that any features uncovered will be adequately recorded, while causing minimum delay to the development. The applicant will need to engage the services of a professional archaeologist. The work will result in a report which will be lodged in the Highland Historic Environment Record (HER), where it may be consulted for research. Archaeological contractors are asked to send copies of such reports direct to us. We will advise you of receipt and confirm that they form a satisfactory record.

- 5.4. Transport Planning Team: objection lodged. The former Job Centre Plus is located on the U3520 Girnigoe Street. The existing floor plans provided show that the building was formerly set out as two storey, open plan offices. The proposed layout shows a 41 bedroom hotel with 16 bedrooms on the ground floor with a kitchen and dining room and 24 bedrooms on the first floor.

Visibility Splays: The location plan drawing shows visibility splays of 90 metres along Girnigoe Street and Shore Lane. Unfortunately, the X distance has not been drawn from back from the edge of carriageway into the site and it is not dimensioned. If the required X distance of 2.4 metres and drawn in the correct location, it would show that visibility to the right is blocked by the adjacent building. In addition, there is no reference to how the parked cars on Girnigoe Street affect visibility at the access.

Access: The information provided shows that larger vehicles can access and egress the site in forward gear for deliveries and waste/recycling pick up. However, the Transport Planning Team consider the access to be sub-standard in terms of geometry and visibility and are concerned about the safety of pedestrians in this location especially as there will be an intensification of use of the access because of the larger car park. These concerns are also shared by local residents as set out in the objections to this application. It is recommended that if this application is approved, a condition must be applied to redesign the access as a vehicle crossover. This will provide a continuous footway and emphasise that pedestrians have priority over cars accessing and egressing the car park. The raised crossover will also force motorists to reduce their speed which is essential as they cross over the footway. The design of the vehicle access will need to be built to adoptable standards and must be approved by the Transport Planning Team and constructed before any work commences on site. A condition must also be applied regarding the design of the access. A Traffic Management Plan must be provided to demonstrate how the applicant will manage vehicles accessing and egressing the site at the same time via the substandard, narrow access lane.

Car Parking: The site layout shows 26 car parking spaces. However, the spaces do not comply with Council guidance as they are undersized. In reality, the actual number of spaces would be less than 26 as it would be very difficult for vehicles to manoeuvre past parked cars to the new road due to the very tight right angle bend

created by adjacent buildings. In order to assess the car parking for this site, the Transport Planning Team compared the car parking requirement for offices and hotels. For a new office complex of this size, a total of 42 car parking spaces would be required based on 1 space per 30m² gross floor area. The car park currently has approximately 10 spaces. For new hotel developments, a minimum of 42 car parking spaces would be required based on one space per bedroom and 1 space per 3 staff. The proposed layout shows 26 spaces. There is a significant shortfall of approximately 16 car parking spaces. The Transport Planning Team accept that the building could be reopened as an office with insufficient car parking, but the parking demands of an office space and a hotel are very different. For an office, it is likely that most people accessing the site would live locally and may therefore arrive on foot or on bike or via public transport, lessening the need and pressure for car parking. However, for a remote location like Wick which has limited public transport, the vast majority of people accessing a hotel are likely to arrive by car. A 2017 report from the Highland and Islands Enterprise estimated that in 2015 the North Coast 500 attracted 294,000 visitors to the north of Scotland. Only 7% of these visitors used public transport or a bicycle to complete the route. It is also likely that these visitor numbers are even higher now, especially with the rise in staycations from the pandemic. The Transport Planning Team share the concerns of objectors that a hotel with insufficient car parking will be detrimental in this location. As most tourists to the area arrive by car, insufficient car parking will lead to an increase in on-street car parking. There are already high levels of on-street car parking on Girnigoe and surrounding streets as much of the historic housing does not have off road car parking. An increase in on-street car parking will restrict the flow of traffic, creating congestion and potentially restricting access for emergency vehicles. An increase in on-street car parking also makes crossing the road more hazardous for pedestrians as it will force people to cross between parked cars. Additional traffic and parked cars also increases the risk to cyclists from drivers opening car doors without checking and forcing cyclists into oncoming traffic. Increased on-street car parking may also lead to an increase in parking on the pavement. Therefore, the Transport Planning Team object to this application as there is insufficient car parking and the shortfall of 16 spaces may lead to an increase in road safety hazards, especially for vulnerable road users. It is recommended that the applicant reviews the layout of the site to provide additional car parking with car parking bays that meet Council guidelines.

Cycle Parking: It is noted that cycle parking is shown on the layout. It is recommended that a condition is attached to any permission the Council may give for the detailed design of the cycle parking to be approved by the Transport Planning Team and be installed before the site becomes operational.

5.4.2 Updated Transport Planning Team response, 18.10.2023:

1. Our maximum parking standards for hotels are 1 space per bedroom plus 1 space per 3 members of staff working in the hotel at any one time.
2. Our standards do look for developments to be at or close to those maximum standards to help avoid unwanted overspill parking onto local public roads in the area.
3. Our standards also say that for developments within defined town centres, reduced parking levels may be considered provided it complies with wider Council policy. This would include making developer contributions for parking shortfalls as

set out in the current Developer Contributions Supplementary Guidance. Wick is a listed town where that applies but the application site is outwith the defined town centre.

4. Most of the parking looks to be usable, provided suitable relatively level platforms can be created within the site at the lower existing car park and the upper new car park. The exemptions I suggest would be at either end of the long line of parking adjacent to the northern boundary to the site. Suitable offsets from the ends of the parking aisle will be needed to allow manoeuvring into and out of those end spaces. Our Guidelines suggest 1.5m recesses from the ends of the parking aisle to accommodate that manoeuvring. Figure 6.2 in our Roads and Transport Guidelines show that 1.5m recess.
5. The effect of providing that 1.5m recess at either end of that upper aisle will likely reduce the number of spaces along that northern boundary by at least 1 over what they've shown.
6. Our standards require at least 6% of the overall car parking provision be designated for use by disabled drivers. Therefore, if they are providing circa 40-45 spaces, that equates to at least 3No. spaces for disabled drivers.
7. The plan has the disabled parking within the new upper car park and a 1.8m wide accessible walkway provided to a new accessible entrance. Building Standards would need to clarify if that was acceptable or not but would likely need more information on proposed lengths and gradients of any ramps.
8. The bike store looks like a bit of an afterthought, with more thought needed about how it is safely accessed by both staff and guests. The 1.8m wide walkways proposed wouldn't be sufficient for cyclists to safely share with other users of that walkway.

5.5 Scottish Water: no objection. There is currently sufficient capacity in the Loch Calder Water Treatment Works to service this proposal. There is currently sufficient capacity for a foul only connection in the Wick Waste Water Treatment works to service this proposal. Live assets in the form of a combined sewer are located within the site boundary.

6. DEVELOPMENT PLAN POLICY

The following policies are relevant to the assessment of the application:

6.1 Scotland's Fourth National Planning Framework (NPF4) (2023)

Policy 1 - Tackling the Climate and Nature Crises

Policy 2 - Climate Mitigation and Adaptation

Policy 3 - Biodiversity

Policy 6 - Forestry, Woodland and Trees

Policy 7 - Historic Assets and Places

Policy 9 - Brownfield, Vacant and Derelict Land and Empty Buildings

Policy 12 - Zero Waste

Policy 13 - Sustainable Transport

Policy 14 - Design Quality and Place

Policy 15 - Local Living and 20 Minute Neighbourhoods

Policy 22 - Flood Risk and Water Management

Policy 23 - Health and Safety
Policy 27 - City, Town, Local and Commercial Centres
Policy 30 – Tourism

6.2 **Highland-wide Local Development Plan (HwLDP) (2012)**

28 - Sustainable Design
29 - Design Quality & Place-making
31 - Developer Contributions
34 - Settlement Development Areas
43 - Tourism
44 - Tourist Accommodation
51 - Trees and Development
56 - Travel
57 - Natural, Built & Cultural Heritage
58 - Protected Species
64 - Flood Risk
65 - Waste Water Treatment
66 - Surface Water Drainage

6.3 **Caithness and Sutherland Local Development Plan (CaSPlan) (2018)**

Site is within Wick's Settlement Development Area. Placemaking Priorities:
Encourage all footfall generating uses towards the town centre to help enhance its vitality and vibrancy.

6.4 **Highland Council Supplementary Planning Policy Guidance**

Developer Contributions (March 2018)
Flood Risk and Drainage Impact Assessment (Jan 2013)
Highland Historic Environment Strategy (Jan 2013)
Highland's Statutorily Protected Species (March 2013)
Standards for Archaeological Work (March 2012)
Sustainable Design Guide (Jan 2013)
Trees, Woodlands and Development (Jan 2013)

7. **OTHER MATERIAL CONSIDERATIONS**

7.1 **Scottish Government Planning Policy and Guidance**

Designing Streets
Creating Places

8. **PLANNING APPRAISAL**

8.1 Section 25 of the Town and Country Planning (Scotland) Act 1997 requires planning applications to be determined in accordance with the development plan unless material considerations indicate otherwise.

Determining Issues

8.2 This means that the application requires to be assessed against all policies of the Development Plan relevant to the application, all national and local policy guidance

and all other material considerations relevant to the application.

Planning Considerations

- 8.3 The key considerations in this case are:
- a) compliance with the development plan and other planning policy
 - b) Privacy and Amenity
 - c) Flood Risk and Drainage
 - d) Access and Parking
 - e) any other material considerations.

Development plan/other planning policy

- 8.4 NPF4 Policy 9 supports the principle of reuse of the existing building, stating that “development proposals for the reuse of existing buildings will be supported, taking into account their suitability for conversion to other uses. Given the need to conserve embodied energy, demolition will be regarded as the least preferred option”.
- 8.5 NPF4 Policy 30(b) pertains to tourism development and sets out the following criteria:
- Proposals for tourism related development will take into account:
- i. The contribution made to the local economy;
 - ii. Compatibility with the surrounding area in terms of the nature and scale of the activity and impacts of increased visitors;
 - iii. Impacts on communities, for example by hindering the provision of homes and services for local people;
 - iv. Opportunities for sustainable travel and appropriate management of parking and traffic generation and scope for sustaining public transport services particularly in rural areas;
 - v. Accessibility for disabled people;
 - vi. Measures taken to minimise carbon emissions;
 - vii. Opportunities to provide access to the natural environment.

These seven criteria are now addressed in turn:

- The proposed development would be likely to increase footfall for local businesses and should increase the length of time tourists remain in the area. This will be beneficial to the local economy including tourist attractions, restaurants, and businesses. The proposed accommodation might also serve construction workers or various other contractual employees on a fixed short-term basis.
- The proposed hotel would make use of an existing building, ensuring that in terms of amenity impact neighbours would experience only a small net increase. The application site is surrounded on three sides by existing dwellings, however this is to be expected to some extent within Wick’s Settlement Development Area.
- The existing building is at risk of becoming an eyesore through continued

dilapidation; its reuse is therefore likely to visually enhance its surrounding area. Any impact on the community is considered to be minimal – while it is acknowledged several neighbours have objected to this proposal, assessment of material issues has concluded that no unacceptable impacts would be exerted by the proposed hotel use.

- Amended plans providing further detail of car parking are considered to be acceptable.. In terms of sustainable and active travel, the application site is located within ten minutes' walking time of Wick rail station (approximately 725 metres' distance or thereabouts). Similarly the bus station lies between the railway station and the site and is within comfortable walking distance. This is considered to be an eminently feasible travel time and journey for most potential hotel guests to make, carrying e.g. one item of wheeled luggage.
- The proposed design has given much consideration to equal access for guests with disabilities – four disabled parking spaces are proposed, with an alternative accessible access proposed – this prevents the requirement for patrons with disabilities accessing the proposed hotel in the path of oncoming vehicles. Two adapted bedrooms for guests with disabilities would be available.
- The proposed development would minimise carbon emissions by reusing an existing vacant building – this preserves the building's embodied energy and represents a prudent use of resources, at a time of climate and ecological emergency.
- The proposed development would provide a base from which visitors could travel to nearby natural heritage assets such as The Flow Country, Dunnet Head or Sinclair's Bay. Biodiversity enhancement measures would be included, with existing on-site trees retained.

8.6 CaSPlan Policy 1 requires development which “generates significant footfall” to be located within defined Town Centre boundaries. Hotels are included in this definition. The Planning Authority considers there to be evidently no opportunity for a development of the scale proposed within Wick's defined Town Centre; it is furthermore noted that the application site is located outwith Wick's defined Town Centre, approximately 200 metres to the north of its northern boundary.

8.7 HwLDP Policy 34 supports policy-compliant proposals within Settlement Development Areas. Such proposals should be judged in terms of how compatible they are with the existing pattern of development and landscape character, how they conform with existing and approved adjacent land uses, and the effect on any natural, built and cultural heritage feature.

8.8 HwLDP Policy 44 states that “proposals for tourist accommodation within settlement boundaries will be supported if the Council is satisfied that the proposal can be accommodated without adverse impacts upon neighbouring uses, complies with Policy 28: Sustainable Design and will not prejudice the residential housing land supply”.

Privacy and Amenity

8.9 The proposed development is likely to introduce some noise to the local area, although control of excessive noise levels remains an operational matter for the hotel

proprietor. Given the proposed development's comparative proximity to a defined Town Centre, this is not considered to be unacceptable. Confirmation has been received from the agent that the proposed dinging area would be only for patrons' use, thereby mitigating any social noise emitting from there. Overlooking issues would be kept to a minimum, as the application building is set back from the public road and is abutted by an open area to its west. An existing vacant building would screen the hotel's south-west aspect. A rise in site topography would protect neighbours on its northern side to some extent. A separation distance of around 75 metres between western neighbours and the application building's rear is considered to be sufficient in a built-up area. Amended parking arrangements include parking at the application site's boundary with adjacent residential properties. While this would cause some impact to neighbours' amenity, this is not considered to be unacceptable within a built-up area such as this. Any impact would be fleeting, with noise and/or lighting disturbance likely limited to vehicles arriving at or exiting the premises.

Flood Risk and Drainage

- 8.10 SEPA's Flood Risk Management Map (including future flood maps) identifies part of the proposed rear car park to be at up to a 10% annual chance of surface water flooding. It is noted that with only a modest porch attached to the application building's roadside elevation, the proposed development is unlikely to exacerbate this risk. Much of the rear parking area appears to be softly landscaped, mitigating any surface water flood risk in this area.

Scottish Water has confirmed that the application building could avail of public foul drainage infrastructure, with is the Planning Authority's first preference in all circumstances – it is expected that the proposed development would avail of an existing connection to public infrastructure.

Access and Parking

- 8.11 42 parking spaces are proposed, including four spaces for patrons with disabilities – this works out as a ratio of one parking space per hotel bedroom. NPF4 Policy 11(e) states that “development proposals which are ambitious in terms of low/no car parking will be supported, particularly in urban locations that are well-served by sustainable transport modes and where they do not create barriers to access by disabled people”. The Transport Planning Team has advised they would normally seek 1 space per room along with the three spaces for staff. In total this would amount to the need for 44 spaces. The northern half of the parking is on slightly higher ground and engineering works will be required to facilitate its provision. The revised plan indicates the provision of 42 spaces. It is considered that one of the spaces shown is not useable. Notwithstanding that although the number of spaces proposed falls below the threshold sought by at least three, the building could reopen as an office with the existing parking provision, without requiring further permission. The site lies on the edge of the town centre comparatively close to the bus and train station with some public car parking close by. It is therefore considered that the limited shortfall in parking is considered acceptable in this instance given that the proposal will result in the reuse of an unused building, also taking into account the wider considerations as set out above.

- 8.12 It is accepted that the existing access point does present something of a bottleneck

with little capacity for enlargement – a minimum width of 2.8 metres is however sufficient to allow most private vehicles and large refuse vehicles to pass. Given the established nature of the premises and that it does entail a significant increase in traffic movement over and above what it can currently operate as, it is considered acceptable in this instance.

- 8.13 Visibility splays from the site access point are stated to extend to 90 metres in either direction, which is considered to be realistic. 'Roads and Transport Guidelines for New Developments' requires a minimum distance in either direction of at least 30 metres for main residential streets such as Girnigoe Street – visibility is therefore considered to be adequate.
- 8.14 Provision of four parking spaces for disabled patrons, adjacent to a new accessible entrance, are supported by NPF4 Policy 30(b)(v) which requires tourism proposals to take into account accessibility for disabled people. Several objection comments did note some lack of equal access provision, however the proposal has been amended to amend this and its proposed measures are supported.

Other material considerations

- 8.15 One public comment asserted that part of the application site could be part of an ancient graveyard. The Highland Council's Archaeologist, having been consulted, has raised no concerns as there appears to be no formal record to confirm this.

Non-material considerations

- 8.16 The former HMRC offices to the application building's south-west remain vacant. This building lies outside the application site's red-line site boundary and does not form part of this proposal.
- 8.17 One objection comment expresses concern that the formation of a hotel within a residential area might be detrimental to nearby property values – this is not a material consideration.
- 8.18 Another objection questions whether the proposed hotel would be licensed to serve alcohol – this is a matter for The Highland Council's Licensing Standards Officers to consider at a later stage, rather than constituting a material Planning consideration.

Developer Contributions

- 8.19 In accordance with Policy 31, the Council's Developer Contributions Supplementary Guidance is used to determine which proposals have to make proportionate financial developer contributions towards meeting service and infrastructure needs in areas of Highland where clear deficiencies are identified. Developer contributions are not required in connection with this type of development.

9. CONCLUSION

- 9.1 The proposed development is considered to encompass the sustainable reuse of a large building within Wick's Settlement Development Area. The existing

building's current appearance would change only marginally, but is nevertheless expected to visually enhance its surrounding area by arresting a vacant building's dilapidation. The proposed development would potentially bring some amenity risk given its proximity to residential dwellings within a Settlement Development Area, however this risk is not considered to be unacceptable. Incorporation of an accessible entrance and adapted bedrooms is also a positive aspect which would create an inclusive development and is therefore supported.

9.2 All relevant matters have been taken into account when appraising this application. It is considered that the proposal accords with the principles and policies contained within the Development Plan and is acceptable in terms of all other applicable material considerations.

10. IMPLICATIONS

10.1 Resource: Not applicable

10.2 Legal: Not applicable

10.3 Community (Equality, Poverty and Rural): Not applicable

10.4 Climate Change/Carbon Clever: Not applicable

10.5 Risk: Not applicable

10.6 Gaelic: Not applicable

11. RECOMMENDATION

Action required before decision issued

Notification to Scottish Ministers	N
Conclusion of Section 75 Obligation	N
Revocation of previous permission	N

Subject to the above actions, it is recommended to

GRANT the application subject to the following conditions and reasons

1 The development to which this planning permission relates must commence within THREE YEARS of the date of this decision notice. If development has not commenced within this period, then this planning permission shall lapse.

Reason: In accordance with Section 58 of the Town and Country Planning (Scotland) Act 1997 (as amended).

2 Prior to the development commencing, the applicant shall submit, for the written approval of the planning authority, details of an odour mitigation system designed to protect neighbouring properties from catering odour arising from this development. The system must be

designed and installed by a competent person with specialist knowledge of ventilation and filtration systems.

The following information, as described in Planning Advice Note Commercial Kitchen Ventilation, is required;

- A description of the catering operation including adequate site and layout plans/drawings
- Details of the proposed filtration/ventilation plant and equipment with an explanation for the choice
- Proposed maintenance arrangements

Prior to the construction of the kitchen the applicant shall contact environmental health or provide them with a schematic of the kitchen detailing, washing facilities, waste storage, cooking and ventilation equipment and general layout.

Reason: In order to safeguard the amenity of neighbouring properties and occupants.

- 3 The illuminated sign hereby approved shall be illuminated only within the hours of 6am to 11pm on any day.

Reason: To ensure that the signage does not have an adverse impact on the amenities of the area.

- 4 Prior to the first occupation of the development hereby approved, vehicle parking arrangements shall be provided within the application site in accordance with approved Block Plan ref. 031122-02 REV C unless otherwise agreed in writing with the Planning Authority.. Thereafter, all car parking spaces shall be maintained for this use in perpetuity.

Reason: In order to ensure that the level of off-street parking is adequate for the development proposed.

- 5 The vehicle turning areas shown on the approved plans shall be provided prior to the first use of the development and thereafter maintained as a turning area in perpetuity.

Reason: To ensure that sufficient space is provided within the application site for the turning of cars, so they do not have to reverse onto the public road.

- 6 All landscaping works shall be carried out in accordance with the plans approved as part of this permission. All planting, seeding or turfing as may be comprised in the approved scheme and plans shall be carried out in the first planting and seeding seasons following the commencement of the development, unless otherwise stated in the approved scheme. Any trees or plants which within a period of five years from the completion of the development die, for whatever reason are removed or damaged shall be replaced in the next planting season

with others of the same size and species.

Reason: In the interests of biodiversity net gain.

- 7 No trees within the application site shall be cut down, uprooted, topped, lopped (including roots) or wilfully damaged in any way, without the prior written permission of the Planning Authority.

Reason: In order to ensure the protection of retained trees, which are important amenity assets, both during construction and thereafter.

- 8 No development shall commence until full details of any external lighting to be used within the site and/or along its boundaries and/or access have been submitted to, and approved in writing by, the Planning Authority. Such details shall include full details of the location, type, angle of direction and wattage of each light which shall be so positioned and angled to prevent any direct illumination, glare or light spillage outwith the site boundary. Thereafter only the approved details shall be implemented.

Reason: In order to ensure that any lighting installed within the application site does not spill beyond the intended target area, does not impact adversely upon the amenity of adjacent properties and does not result in 'sky glow'.

- 9 Prior to the first operation of the approved development, the rear car park's existing access point on Girnigoe Street shall be reconfigured as a vehicle crossover to provide a continuous footway and emphasise that pedestrians have priority over cars accessing and egressing the car park. This crossover shall be constructed to adoptable standards, as per approved plans, to the satisfaction of the Roads Authority and the Transport Planning Team.

Reason: In the interests of road and pedestrian safety.

- 10 No development shall commence on site until a Traffic Management Plan, demonstrating how vehicles accessing and egressing the site at the same time via the substandard, narrow access lane would be managed, has been submitted to, and approved in writing by, the Planning Authority. The approved Traffic Management Plan shall be implemented prior to development commencing and remain in place in perpetuity.

Reason: In the interests of road safety.

- 11 No development shall commence until full details of a covered and secure communal bicycle storage/racking system for ten bicycles have been submitted to, and approved in writing by, the Planning Authority in consultation with the Transport Planning Team. Thereafter, the storage/racking system shall be installed in accordance with these approved details prior to the first operation of the development hereby

approved.

Reason: In order to facilitate the use of a variety of modes of transport.

- 12 No development or work (including site clearance) shall commence until proposals for an archaeological watching brief to be carried out during site clearance and excavation works, has been submitted to, and approved in writing by, the Planning Authority. Thereafter, the watching brief shall be implemented as approved.

Reason: In order to protect the archaeological and historic interest of the site.

- 13 Sectional drawings of car park arrangements, including details of any required retaining structures, relative to a fixed datum point, shall be submitted to, and approved in writing by, the Planning Authority before work starts on site and work thereafter shall progress in accordance with these approved details.

Reason: In order to enable the planning authority to consider this matter(s) in detail prior to the commencement of development; in the interests of amenity.

REASON FOR DECISION

The proposals accord with the provisions of the Development Plan and there are no material considerations which would warrant refusal of the application.

INFORMATIVES

Initiation and Completion Notices

The Town and Country Planning (Scotland) Act 1997 (as amended) requires all developers to submit notices to the Planning Authority prior to, and upon completion of, development. These are in addition to any other similar requirements (such as Building Warrant completion notices) and failure to comply represents a breach of planning control and may result in formal enforcement action.

1. The developer must submit a Notice of Initiation of Development in accordance with Section 27A of the Act to the Planning Authority prior to work commencing on site.
2. On completion of the development, the developer must submit a Notice of Completion in accordance with Section 27B of the Act to the Planning Authority.

Copies of the notices referred to are attached to this decision notice for your convenience.

Flood Risk

It is important to note that the granting of planning permission does not imply there is an unconditional absence of flood risk relating to (or emanating from) the application site. The granting of planning permission does not remove the liability position of developers or owners in relation to flood risk.

Scottish Water

You are advised that a supply and connection to Scottish Water infrastructure is dependent on sufficient spare capacity at the time of the application for connection to Scottish Water. The granting of planning permission does not guarantee a connection. Any enquiries with regards to sewerage connection and/or water supply should be directed to Scottish Water on 0845 601 8855.

Septic Tanks & Soakaways

Where a private foul drainage solution is proposed, you will require separate consent from the Scottish Environment Protection Agency (SEPA). Planning permission does not guarantee that approval will be given by SEPA and as such you are advised to contact them direct to discuss the matter (01349 862021).

Local Roads Authority Consent

In addition to planning permission, you may require one or more separate consents (such as road construction consent, dropped kerb consent, a road openings permit, occupation of the road permit etc.) from the Area Roads Team prior to work commencing. These consents may require additional work and/or introduce additional specifications and you are therefore advised to contact your local Area Roads office for further guidance at the earliest opportunity.

Failure to comply with access, parking and drainage infrastructure requirements may endanger road users, affect the safety and free-flow of traffic and is likely to result in enforcement action being taken against you under both the Town and Country Planning (Scotland) Act 1997 and the Roads (Scotland) Act 1984.

Further information on the Council's roads standards can be found at:

<http://www.highland.gov.uk/yourenvironment/roadsandtransport>

Application forms and guidance notes for access-related consents can be downloaded from:

http://www.highland.gov.uk/info/20005/roads_and_pavements/101/permits_for_working_on_public_roads/2

Mud & Debris on Road

Please note that it is an offence under Section 95 of the Roads (Scotland) Act 1984 to allow mud or any other material to be deposited, and thereafter remain, on a public road from any vehicle or development site. You must, therefore, put in place a strategy for dealing with any material deposited on

the public road network and maintain this until development is complete.

Construction Hours and Noise-Generating Activities: You are advised that construction work associated with the approved development (incl. the loading/unloading of delivery vehicles, plant or other machinery), for which noise is audible at the boundary of the application site, should not normally take place outwith the hours of 08:00 and 19:00 Monday to Friday, 08:00 and 13:00 on Saturdays or at any time on a Sunday or Bank Holiday in Scotland, as prescribed in Schedule 1 of the Banking and Financial Dealings Act 1971 (as amended).

Work falling outwith these hours which gives rise to amenity concerns, or noise at any time which exceeds acceptable levels, may result in the service of a notice under Section 60 of the Control of Pollution Act 1974 (as amended). Breaching a Section 60 notice constitutes an offence and is likely to result in court action.

If you wish formal consent to work at specific times or on specific days, you may apply to the Council's Environmental Health Officer under Section 61 of the 1974 Act. Any such application should be submitted after you have obtained your Building Warrant, if required, and will be considered on its merits. Any decision taken will reflect the nature of the development, the site's location and the proximity of noise sensitive premises. Please contact env.health@highland.gov.uk for more information.

Protected Species – Halting of Work

You are advised that work on site must stop immediately, and NatureScot must be contacted, if evidence of any protected species or nesting/breeding sites, not previously detected during the course of the application and provided for in this permission, are found on site. For the avoidance of doubt, it is an offence to deliberately or recklessly kill, injure or disturb protected species or to damage or destroy the breeding site of a protected species. These sites are protected even if the animal is not there at the time of discovery. Further information regarding protected species and developer responsibilities is available from NatureScot: <https://www.nature.scot/professional-advice/protected-areas-and-species/protected-species>

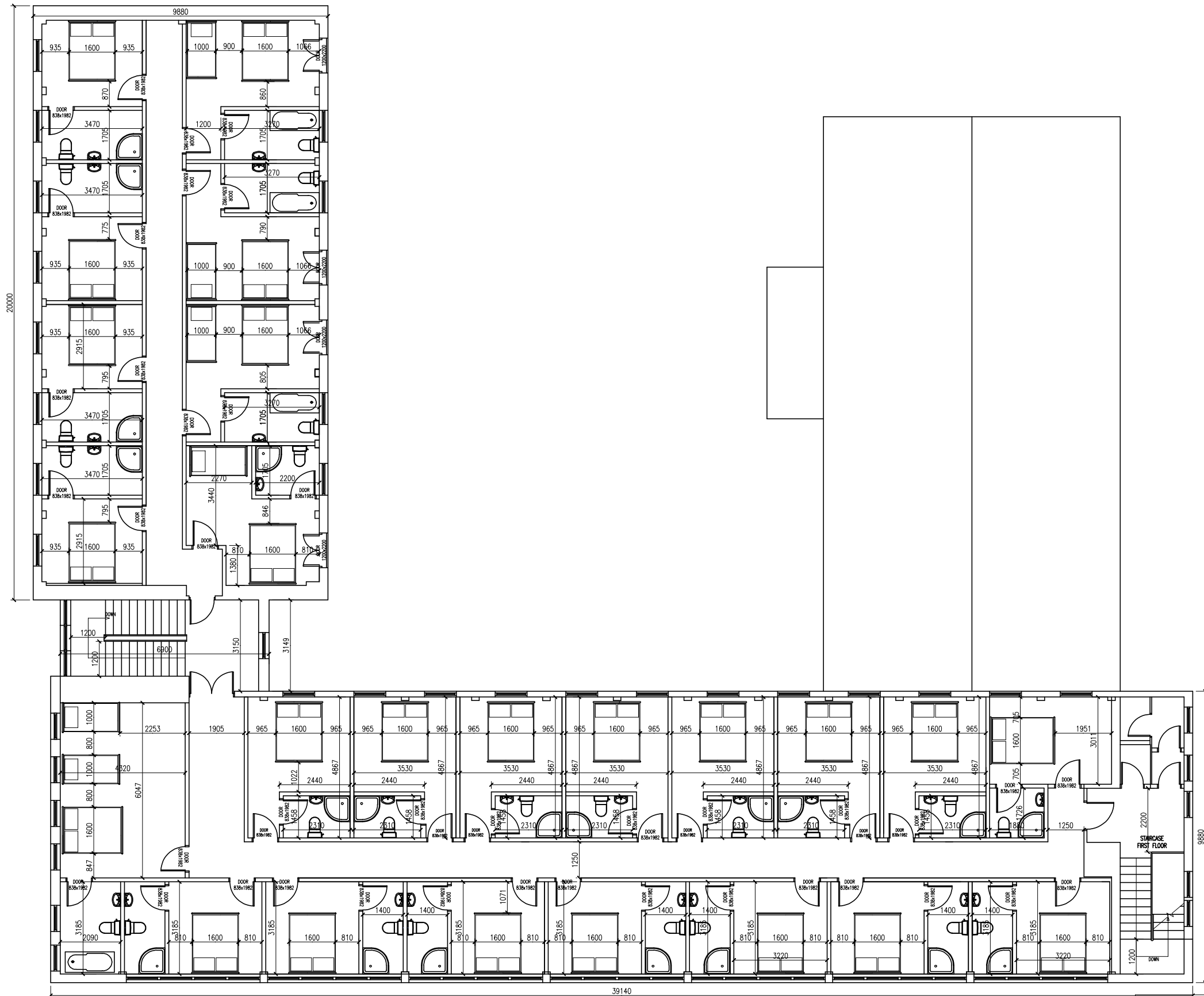
Asbestos

Any Asbestos Containing Material (ACM) discovered should be removed by an approved contractor and disposed of at a licenced facility, in accordance with Schedule 2 of the Control of Asbestos Regulations 2012.

Signature: Dafydd Jones
Designation: Area Planning Manager – North
Author: Craig Simms
Background Papers: Documents referred to in report and in case file.

Relevant Plans:

Document Type	Document No.	Version No.	Date Received
Proposed First Floor Plan	031122-14	REV B	21 April 2023
Location Plan	031122-01	REV B	17 July 2023
Proposed Ground Floor Plan	031122-13	REV C	17 July 2023
Proposed Elevations Plan	031122-15	REV B	18 July 2023
Block Plan	031122-02	REV C	25 August 2023



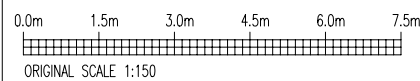
PROPOSED FIRST FLOOR PLAN

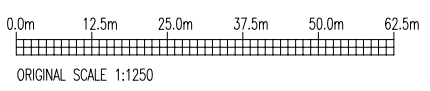
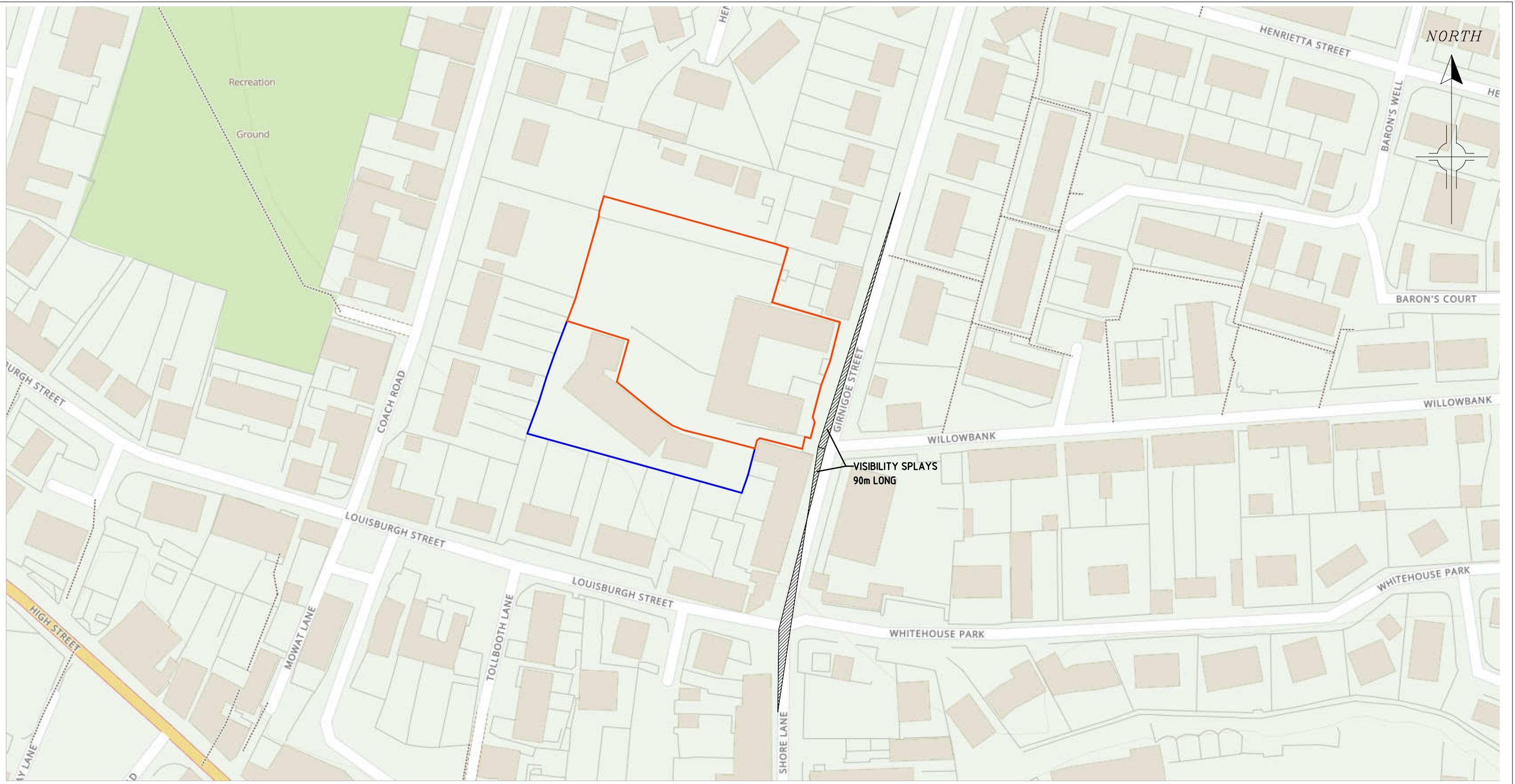
REVISION NOTES		
Rev	Description	Date
A	First issue.	24.02.23
B	Dimensions added.	21.04.23

PROJECT: Mrs Rena Gulay
Former Job Centre Plus, Wick

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WICK, CAITHNESS, KW1 4HP
TEL./FAX.: 01955 604983

DRAWING NAME:			
PROPOSED FIRST FLOOR PLAN			
SCALE 1:150 on A3	DATE 02.23	DRAWN BY: MW	CHECKED BY:
DRAWING NUMBER		031122 - 14 rev.B	
DRAWING STATUS		FORMAL	





LOCATION PLAN
SITE GRID AT CENTER ND 36482 51180

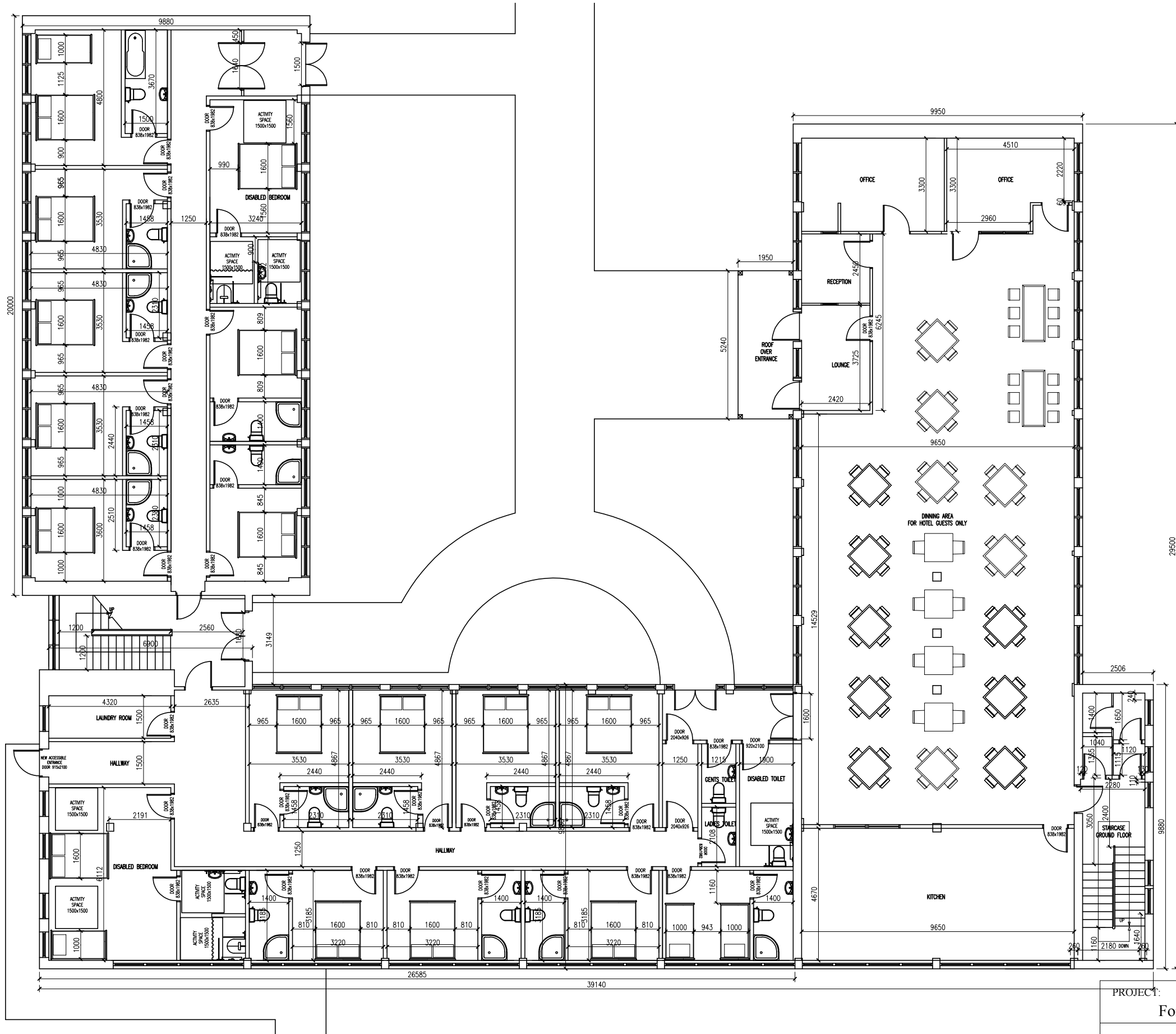
REVISION NOTES		
Rev	Description	Date
A	First issue.	24.02.23
B	Visibility splays added.	16.07.23

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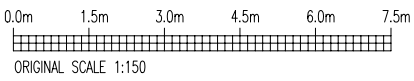
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WICK, CAITHNESS, KW1 4HP
TEL./FAX.: 01955 604983

DRAWING NAME:
LOCATION MAP

SCALE 1:1250 on A3	DATE 02.23	DRAWN BY: MW	CHECKED BY:
DRAWING NUMBER 031122 - 01 rev.B		DRAWING STATUS FORMAL	



PROPOSED GROUND FLOOR PLAN



REVISION NOTES		
Rev	Description	Date
A	First issue.	24.02.23
B	Dimensions added.	21.04.23
C	Accessible Car Park Entrance added.	14.07.23

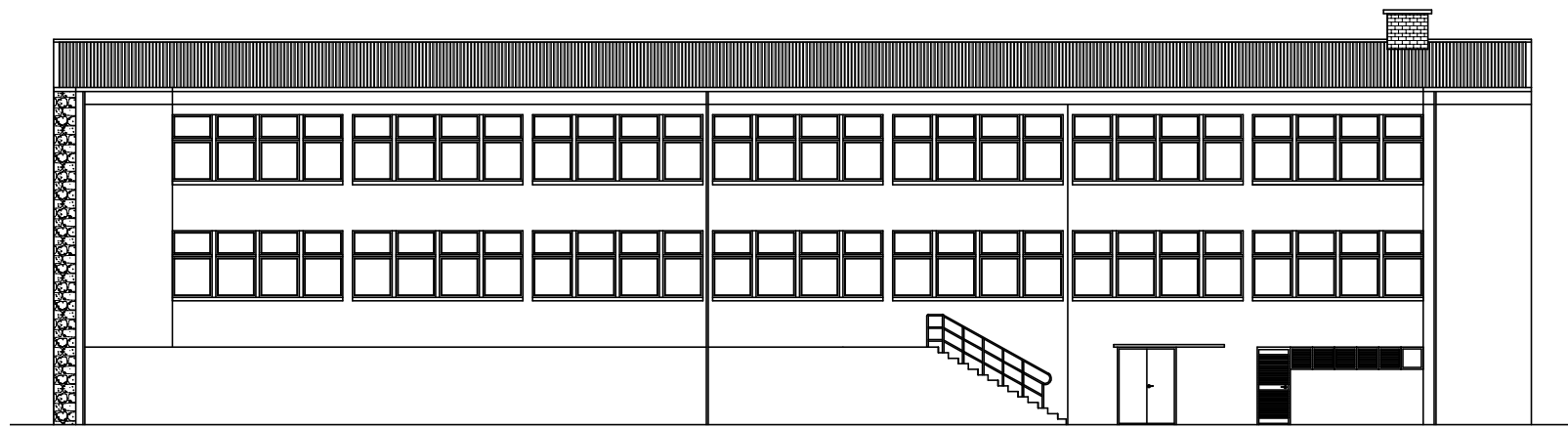
PROJECT: Mrs Rena Gulay
Former Job Centre Plus, Wick



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WICK, CAITHNESS, KW1 4HP
TEL./FAX.: 01955 604983

DRAWING NAME: PROPOSED GROUND FLOOR PLAN			
SCALE 1:150 on A3	DATE 02.23	DRAWN BY: MW	CHECKED BY:
DRAWING NUMBER		031122 - 13 rev.C	
DRAWING STATUS		FORMAL	

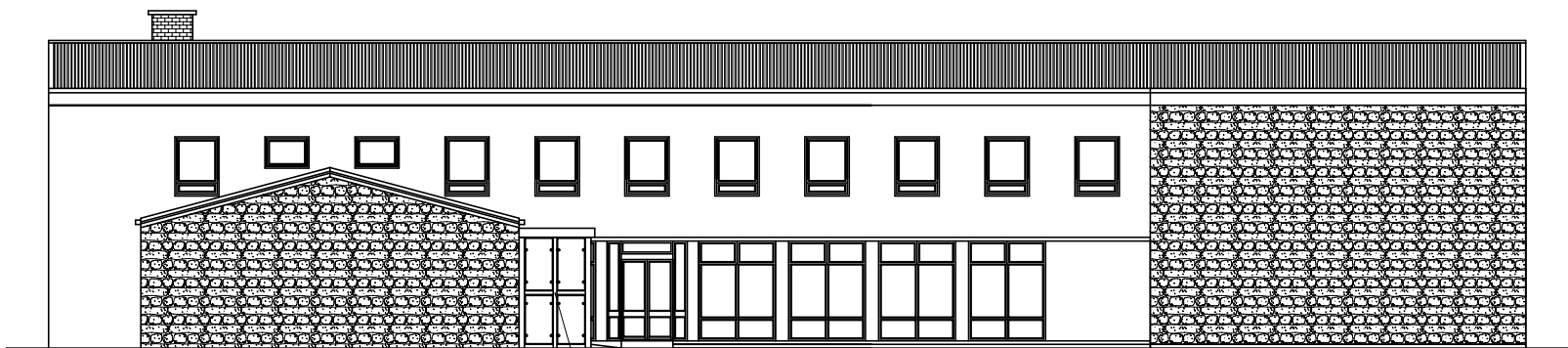
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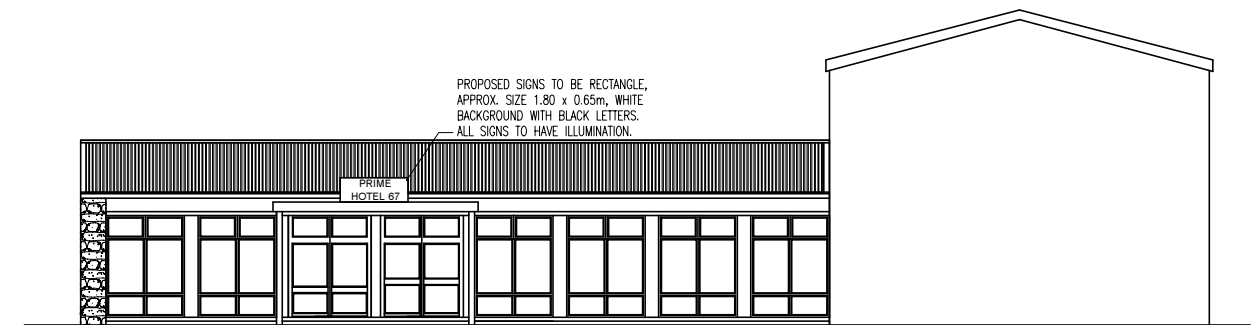
WEST ELEVATION



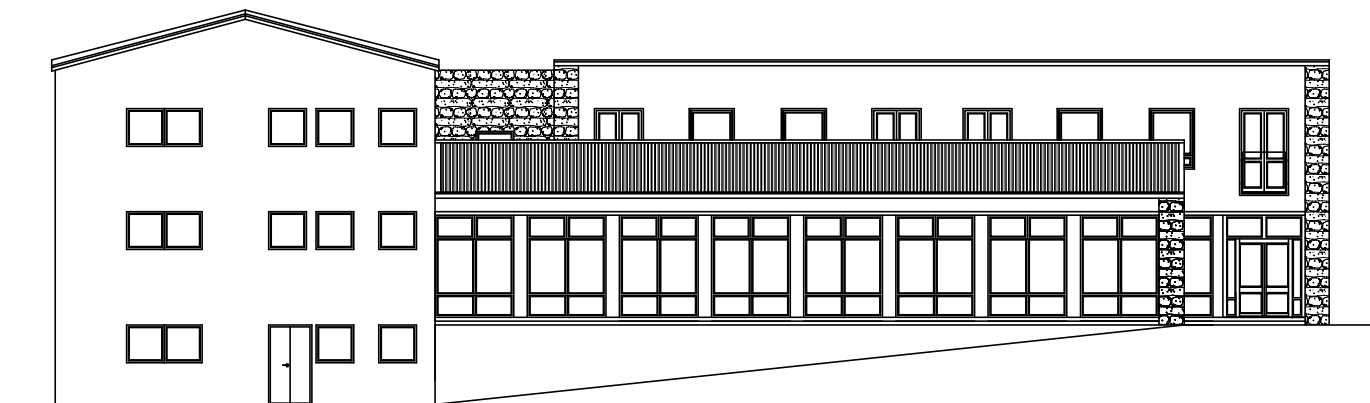
SOUTH 'INTERNAL' ELEVATION



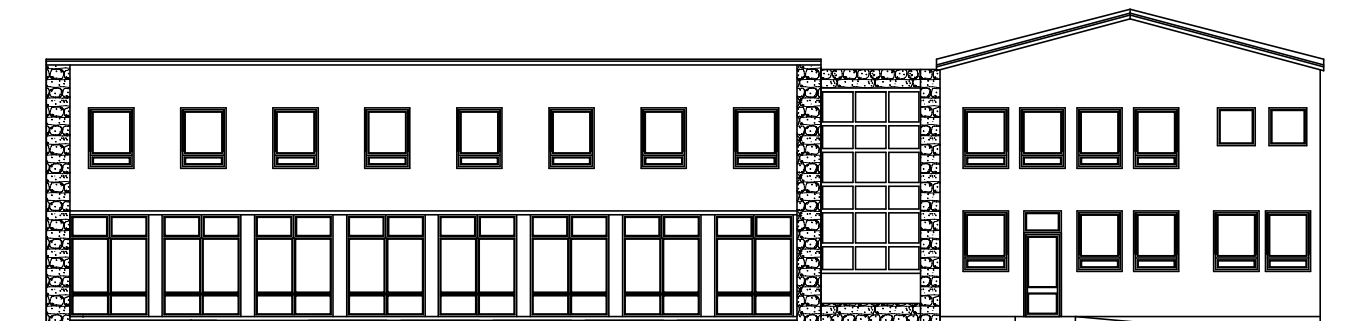
EAST ELEVATION



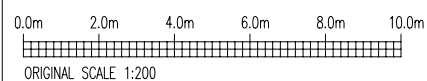
NORTH 'INTERNAL' ELEVATION



SOUTH ELEVATION



NORTH ELEVATION



REVISION NOTES		
Rev	Description	Date
A	First issue.	27.02.23
B	Entrance door in North Elevation added.	18.07.23

PROJECT: Mrs Rena Gulay
Former Job Centre Plus, Wick



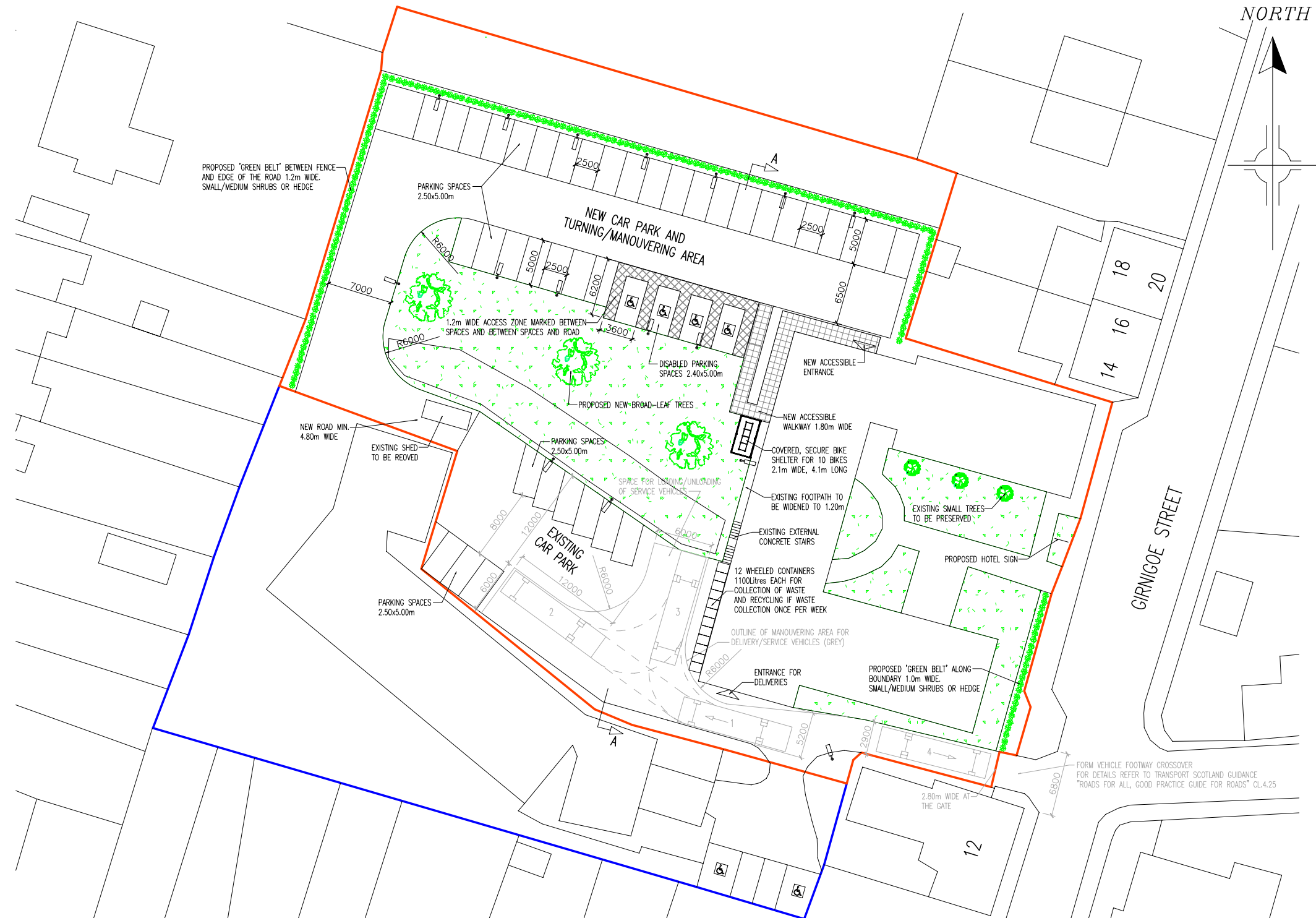
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WICK, CAITHNESS, KW1 4HP
TEL./FAX.: 01955 604983

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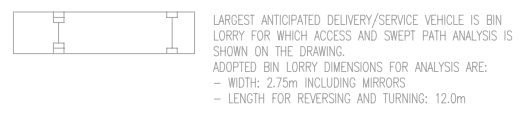
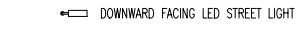
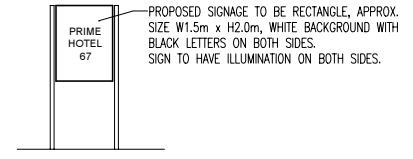
PROPOSED ELEVATIONS

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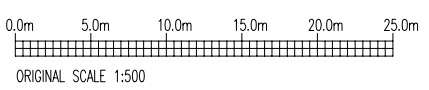
NORTH



EXPECTED VOLUME AND TYPE OF VEHICLES SERVICING HOTEL:
 - VAN SIZE DELIVERY VEHICLES: AT LEAST 1 VAN DAILY, PEAK 2 VANS OVER 2 DAYS A WEEK
 - SMALL LORRY (UP TO 3.5t): 2 VEHICLES PER WEEK
 - LARGE LORRY (BIN LORRY): AT LEAST ONCE PER WEEK

ASSESSMENT OF WASTE/RECYCLING STORAGE SPACE:
 - IT IS ASSUMED THAT WASTE COLLECTION TO BE ONCE PER WEEK
 - STORAGE REQUIRED FOR 9 DAYS - WEEK+2 DAYS CONTINGENCY
 - HOTEL TO HAVE 41 ROOMS
 - REQUIRED STORAGE VOLUME: 35x41x9=12915Litres
 UNLESS MORE FREQUENT WASTE PICKUP IS AGREED WITH LOCAL AUTHORITIES
 12 WHEELED BINS WITH CAPACITY OF 1100Litres EACH TO BE PROVIDED

PROPOSED BLOCK PLAN



REVISION NOTES		
Rev	Description	Date
D	Line of site section on A-A added.	19.10.23
B	Amended to Planning Office comments.	14.07.23
C	Amended to Transport Department comments.	25.08.23

PROJECT: Mrs Rena Gulay
Former Job Centre Plus, Wick



39 GIRNIGOE STREET
WICK, CAITHNESS, KW1 4HP
TEL./FAX.: 01955 604983

DRAWING NAME:
BLOCK PLAN

SCALE 1:500 on A3	DATE 02.23	DRAWN BY: MW	CHECKED BY:
DRAWING NUMBER 031122 - 02 rev.D		DRAWING STATUS FORMAL	

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