

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 guidance notes and further advice are available from your local Planning and Building Standards Office. Once submitted, your proposal is likely to be advertised in the local press and a twenty-one day period allowed for public comment.

## Further Information

Further information on conservation areas can be obtained from:

### Planning Advice Note 71: Conservation Area Management

(2004)  
Scottish Executive

### National Planning Policy Guidelines (NPPG) 18 - Planning and the Historic Environment

(April 1999)  
Scottish Executive

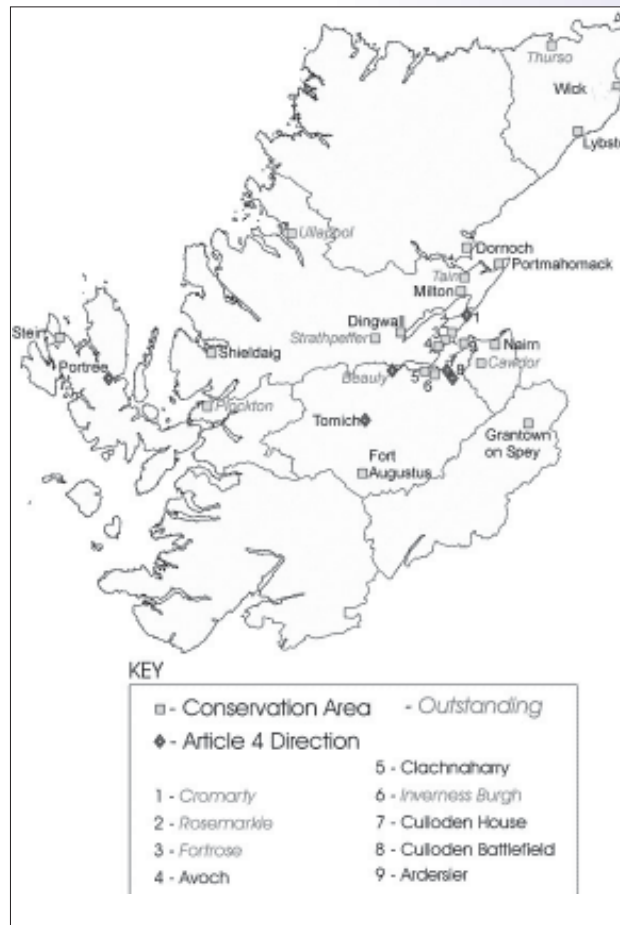
### Memorandum of Guidance on listed buildings and conservation areas

(1998)  
Historic Scotland

### A Guide to Conservation Areas in Scotland

(1999)  
Historic Scotland

Planning and building standards staff are available during office hours (9am to 5pm Monday to Friday) to provide information and advice in relation to planning matters. It will often be more appropriate to make an appointment.



**If in any doubt, please contact your local Planning and Building Standards Office; details of locations given in Leaflet 1.**

To request this information in an alternative format, e.g. large print, Braille, computer disc, audio tape, or suitable language, please contact George Boyd at 01463 702564.

*This series of leaflets is intended to give you some general advice and guidance on the planning and building control system; they are not a definitive guide to the law. Please note that this series is being added to on a regular basis.*

John D Rennilson, Director of Planning and Development

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The Highland Council  
Planning & Development Service

Leaflet  
**13**

The Highland Council  
Comhairle na Gaidhealtachd  
SERVING The Highland Community

# Conservation Areas

Sgìrean  
Glèidhteachais

Planning & Building Standards  
Help & Advice Leaflets

## What is a Conservation Area?

Areas which the planning authority considers to be of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance, are designated as 'conservation areas'. They may vary in size from whole town centres to single squares, terraces or small groups of buildings. They may be entirely rural, such as a planned estate village, a country house or a battlefield. Within Highland, there are currently twenty-nine conservation areas, of which twelve have been classified by the Scottish Ministers as being 'outstanding'.

Once an area has been designated, it becomes the duty of the planning authority and any other authority concerned, including the Scottish Ministers, to pay special attention to the character and appearance of the area when exercising their powers under the planning legislation. This duty comprises:

- drawing up and publishing from time to time proposals for the preservation or enhancement of conservation areas in their jurisdiction; and carrying out improvement schemes in accordance with their proposals
- exercising strict controls over proposed development and other changes

### How can you find out if you live in a conservation area?

Maps showing the exact boundaries of the conservation areas in your area are available for inspection at your local Planning and Building Standards Office.

### What controls and restrictions are placed on development and other changes?

The emphasis is on managing change rather than prevention of development to allow

conservation areas remain to live and prosperous, whilst ensuring that any new development accords with the areas' special architectural and visual qualities. New development which is well designed, not as an entity but as part of the established character of an area and contributes positively to its enhancement will be encouraged.

Certain works to the outside of a building or structure within a conservation area will need planning permission, specifically:

- erection of a new building
- most external alterations to existing buildings including the roof
- cladding any part of the exterior with any material
- construction of any structure or enclosure, swimming or other pool and hard surface including a parking space within the curtilage
- provision of a storage tank for oil or liquefied petroleum gas
- erection of a satellite dish on a wall facing on to a road
- stone cleaning
- painting the exterior wall surface, not previously painted or in a different colour
- installation of a posting pouch
- installation, alteration or replacement of any building or other structure of a microwave antenna and any structure intended for the support of an antenna
- installation, alteration or replacement of a close circuit television camera for security purposes

Planning controls in certain conservation areas have been extended through an 'Article 4 Direction', under which permitted development rights for certain classes of development have been removed.

Trees often contribute significantly to the character of conservation areas. If you wish to carry out work on trees in a conservation area, you are required to give the planning authority six weeks notice of the work to be carried out. It is an offence to carry out any cutting down, topping, lopping or uprooting without consent.

Whilst acknowledging that some conservation areas are thriving commercial centres, the provision of advertising in a conservation area is subject to 'advertisement consent' to ensure that advertising displays do not detract from the appearance of areas of architectural or historic interest.

## Conservation Area Consent

**If you intend to demolish an unlisted building within a conservation area, 'conservation area consent' will be needed.**

### What requirements have to be met in submitting an application for planning permission and conservation area consent?

Rather than granting outline planning permission, the planning authority may request detailed plans and drawings of a proposed development including elevations which show the new development in its setting.

Particular regard has to be given to those special architectural and visual qualities that give rise to the area's designation, and in particular scale, bulk, height, facing materials, colour, vertical or horizontal emphasis and detailed design.

Detailed plans may specifically be sought where demolition is involved. Where demolition is to be followed by re-development, consent is likely to be given only where there are acceptable proposals and a contract let for the new building.