

# Agenda



## Elected Members' Pre-Application Meeting

**Date:** Wednesday, 5 October 2016

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**Time:** 09:30

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**Venue:** Committee Room 3,  
Council Offices, Garshake Road, Dumbarton

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**Contact:** Craig Stewart  
Tel: 01389 737251 [craig.stewart@west-dunbarton.gov.uk](mailto:craig.stewart@west-dunbarton.gov.uk)

Dear Member

Please attend the **Elected Members' Pre-Application Meeting – (1) Retail Development at Dumbarton Waterfront; and (2) Waterfront Walk and Cycleway, Dumbarton** as detailed above. The business is shown on the attached agenda.

Yours faithfully

**JOYCE WHITE**

Chief Executive

Distribution:-

Provost Douglas McAllister  
Councillor Denis Agnew  
Councillor George Black  
Councillor Jim Bollan  
Councillor Jim Brown  
Councillor Gail Casey  
Councillor Jim Finn  
Councillor William Hendrie  
Councillor David McBride  
Councillor Jonathan McColl  
Councillor Michelle McGinty  
Councillor Patrick McGlinchey  
Councillor Marie McNair  
Councillor John Millar  
Councillor John Mooney  
Councillor Ian Murray  
Councillor Lawrence O'Neill  
Councillor Tommy Rainey  
Councillor Gail Robertson  
Councillor Martin Rooney  
Councillor Kath Ryall  
Councillor Hazel Sorrell

Strategic Director – Regeneration, Environment & Growth

Date issued: 23 September 2016

# ELECTED MEMBERS' PRE-APPLICATION MEETING

WEDNESDAY, 5 OCTOBER 2016

## AGENDA

**1. APOLOGIES**

**2. DECLARATIONS OF INTEREST**

Members are invited to declare if they have an interest in any of the items of business on this agenda and the reasons for such declarations.

**3. PROTOCOL 3 – ELECTED MEMBER INVOLVEMENT (Pages 5 – 8)  
IN PRE-APPLICATION DISCUSSIONS & PLANNING  
PROCEDURES FOR COUNCILLOR INVOLVEMENT IN  
THE PRE-APPLICATION STAGE**

**4. RETAIL DEVELOPMENT AT DUMBARTON WATERFRONT (Pages 9 – 14)**

Submit a briefing note by the Planning & Building Standards Manager:-

- (a) advising of a forthcoming major planning application for a Retail Development at Dumbarton Waterfront; and
- (b) providing an opportunity to highlight any additional issues which should be considered by the applicant.

**5. WATERFRONT WALK AND CYCLEWAY, DUMBARTON (Pages 15 – 19)**

Submit a briefing note by the Planning & Building Standards Manager:-

- (a) advising of a forthcoming major planning application for the Waterfront Walk and Cycleway, Dumbarton; and
- (b) providing an opportunity to highlight any additional issues which should be considered by the applicant.



## PROTOCOL 3 - ELECTED MEMBER INVOLVEMENT IN PRE-APPLICATION DISCUSSIONS

### Background

West Dunbartonshire Council is committed to engaging with developers at the pre-application stage. This Council has agreed procedures for elected member involvement in the pre-application stages of major development proposals. Recently, the Scottish Government has issued guidance on the role of Councillors in pre-application discussions. Councillors are encouraged to engage at the pre-application stage and to add value to the process while continuing to act within the terms of the Councillors Code of Conduct.

### Purpose

To engage Councillors at the pre-application stage on major and complex developments that are key to the Council's strategic priorities and objectives. Appropriate local development may also benefit from this process.

### Role

To allow early engagement with elected members to identify key and significant local issues at an early stage of the planning process rather than only emerging in the course of a planning application.

### Function

To achieve high quality development as efficiently and effectively as possible by engaging elected members at an early stage.

- To better inform Councillors of development that would be subsequently presented to Planning Committee;
- To give a degree of certainty and confidence to developers by identifying key and local issues earlier;
- To reduce abortive costs by failed applications or redesign work;
- To assist officers to negotiate on key issues;
- To foster greater efficiency in the processing of the subsequent application.

### What you can expect of us:

- Offered for all major or complex development or other local development which we would consider would benefit from early input from elected members;
- Consistent and transparent procedure for involving all elected members;
- Ensuring that pre-application meeting is arranged for the earliest date at the end of a Planning Committee meeting or a Special Meeting held;
- Briefing note prepared by officers of the main issues and development policies and circulated before the meeting;
- Invitation to all elected members to the presentation;
- Opportunity to hear from the elected members directly;
- Clearly identified on the agenda of Planning Committee or Special Meeting as different from other items;
- Elected members being open-minded to all material considerations and are prepared to change their views if persuaded they should;
- Meeting will be minuted and will be available publicly;
- Advised of all the relevant procedures. With procedures regularly reviewed to ensure openness and accountability.

### What we expect of you:

- Openness and transparency regarding your development proposal;
- Commitment to provide as much information at this early stage;
- Opportunity to make a short presentation of draft proposals;
- Commitment to give weight and consideration to issues raised by elected members.

### Contact

If you require more information about this service please contact:

Pamela Clifford  
Planning and Building Standards Manager  
Council Offices  
Rosebery Place  
Clydebank  
G81 1TG  
Tel no: 01389 73 8656  
Email: [pamela.clifford@west-dunbarton.gov.uk](mailto:pamela.clifford@west-dunbarton.gov.uk)

## West Dunbartonshire Council

### Planning Procedures for Councillor Involvement in the Pre-application Stage

1. A pre-application meeting will take place either at the conclusion of the Planning Committee or a Special Meeting will be set up.
2. A briefing note will be produced by planning officers. This will detail the main issues of the proposal together with the relevant development plan policies. No recommendation will be provided.
3. The developer will be offered the opportunity to make a short presentation. This allows members to hear directly from the developer and discuss issues with guidance from officers.
4. The briefing note will be circulated at least 3 working days before the relevant meeting.
5. Members will be advised by the Planning and Building Standards Manager or their representative of the purpose of the meeting and that no decision is sought and no matters should be determined.
6. The meeting will be chaired by the Planning and Building Standards Manager or their representative.
7. The meeting will be open to the public. However members of the public will not be able to make representations or participate. They will be advised that after an application has been submitted they will be entitled to make representations.
8. All Councillors will be invited to attend and they will be able to participate in the meeting.
9. Councillors should have regard to the Councillors Code of Conduct that they can provide a provisional view however any opinions or views expressed must be mindful of the overarching requirements of fairness and impartiality and of keeping an open mind.
10. Councillor should have regard to all material considerations and be prepared to change their views which they are minded towards if persuaded that they should.
11. The minutes of the meeting will be recorded and will be available publicly.





## **Retail Development at Dumbarton Waterfront**

### **Elected Members' Pre-Application Meeting: 5 October 2016**

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#### **1. Purpose**

The purpose of this briefing note is to advise Members of a forthcoming major planning application, and to give Members an opportunity to highlight any additional issues which they consider the application ought to address. The merits of the proposal are not being considered, and no decision will be made at this stage. The procedures and protocol for Elected Member involvement at the pre-application stage were agreed by the Planning Committee on 27 August 2014, and a copy of the procedures and protocol is attached.

#### **2. Background**

Since Allied Distillers ceased operations at their site on Castle Street, Dumbarton in the 1990s, the majority of the former distillery buildings have been demolished. The site is currently lying vacant with the only remnants of the distillery being part of the grain tower. The ownership of the distillery site has been split in two, and this proposal relates to the eastern part of the site (which does not include the tower). There have been various planning applications for the application site in the past, for uses which included retail, residential and mixed use developments. Some planning permissions were granted whilst others were refused due to design concerns, and all of the permissions which were granted have now all lapsed.

The applicant's current plan is for a retail development on the site, and Lidl UK submitted a Proposal of Application Notice (PAN) to the Council in June 2016. In accordance with the regulations for pre-application consultation, a public event was held in Dumbarton in August. The applicant has indicated that they intend to submit an application for a phased retail development for the whole site.

#### **3. Site**

The site is accessed from Castle Street to the north and is a short distance from Dumbarton High Street. It is bounded by Castle Street to the north, with the new Council office site opposite. The remainder of the site neighbours (from east to west) flats on Castle Street, the Denny Maritime museum, part of the Morrison's supermarket car park, an undeveloped part of Turnberry Homes' housing site, the River Leven tidal basin, the balance of the vacant distillery land, and Riverside Parish Church. The site has been cleared and is relatively level.

#### **4. Development Details**

The development proposals comprise:

- **Retail development** – A layout plan has been submitted for a Lidl supermarket building adjacent to the basin which would have a gross floorspace of approximately 26,000 square feet and 159 car parking spaces. Retail unit(s) is proposed to the east of the site adjacent to the Denny Maritime Museum. The site adjacent to Castle Street has been identified as a disposal site which would be grassed until an occupier was found. It has been indicated that this site would include a building and additional car parking in the future. Details of the size, design and materials of the additional retail units have not been provided at this stage. A new site access from Castle Street and car parking would be provided to serve the retail units.

The development will be implemented on a phased basis and it has been indicated that the supermarket and car park will form the first phase of the development.

#### **5. Planning Policies**

In the adopted plan the site is identified as both a housing opportunity in terms of Policy H1, and as a Redevelopment Opportunity suitable for retail, residential and/or public service uses in terms of Policy GD2.

The Proposed Plan identifies the site as being within the Dumbarton Town Centre and Waterfront Changing Place, the strategy for which includes the provision of a continual waterfront path and improvement of harbour walls in all waterfront development sites. Policy DS1 is applicable to all development and aims to ensure that the walkway contributes to creating a successful place by having regard to the six qualities of a successful place: distinctive, adaptable, resource efficient, easy to get to/move around, safe and pleasant and welcoming.

The Plan's strategy for this area is one of mixed-use development including residential development so as to increase the number of people living in the town centre, and retail and commercial uses at ground floor level along Castle Street. The aim is to create an active street frontage and improve linkages between the High Street and St James Retail Park. The frontage along Castle Street should be punctuated with streets leading into the site giving access to the waterfront and views to Dumbarton Castle. Public access along the entire waterfront is a requirement of the development of this site, as is the stabilisation of the basin and harbour walls.

The area where the site is located is covered by design guidelines within the Dumbarton Town Centre and Waterfront Revised Urban Strategy 2014 which encourages a high level of urban design to be achieved together with integration with adjacent sites.

## **6. Main Issues**

It is considered that the main issues requiring to be addressed as part of any planning application will include the following:

**Retail Policy** – the site is within the defined Dumbarton Town Centre (which is a “first preference” location in terms of the sequential approach to site selection), the applicant will be required to provide a retail statement.

**Placemaking and Design** - the site occupies a very prominent location along Dumbarton Waterfront and is adjacent to the tidal basin. It is also at a gateway into the town centre. These redevelopment proposals provide a unique opportunity to regenerate Dumbarton town centre and waterfront. It is therefore very important that any future development has a very high standard of urban design. An enhanced sense of place which is unique and attractive should be created. The layout and design of buildings should use high quality finishing materials and hard and soft landscaping.

**Integration** – the proposed layout should be properly integrated with the residential proposals for adjacent development sites, including the appropriate positioning of buildings and streets and suitable frontage treatments. The development should also contribute towards improved linkage between the High Street and the St James Retail Park.

**Cultural and Historic Value** – the site is in close proximity to several listed buildings. It is essential that the setting and character of these buildings are protected and enhanced.

**Waterfront pathway and cycleway** – the site is adjacent to the tidal basin which is part of the route for a proposed waterfront path and cycleway. It is important that the pathway integrates into any adjacent future development and there is adequate space to accommodate the actual pathway and provide a suitable setting. In terms of local planning policy there is a requirement for developments adjacent to Dumbarton Waterfront to provide a suitable pathway. The Council are intending to provide a waterfront path and cycleway from Dumbarton Rock to the town centre and a financial contribution to the pathway will be required in terms of the planning application.

**Permeability** – the site should be permeable in terms of encouraging people to access the waterfront, path and cycleway and basin area for recreational purposes. Suitable quality pedestrian routes between Castle Street and the path and cycle way should be provided through the site.

**Emergency Access** – the development will require incorporating an emergency access through the site as part of a wider emergency access strategy for the waterfront area.

**Transportation Impacts** - the proposal has the potential to increase traffic to and from the site, particularly on Castle Street, High Street, Church Street and

Glasgow Road. It will also be desirable to include measures to maximise the use of sustainable means of travel.

**Parking** - it will be necessary to ensure that there is adequate parking provided on site for the retail uses without parking becoming an overly dominant feature of the proposal.

**Impacts on Residents** - the impact of the development upon the existing residential properties on Castle Street will require to be considered. In addition, the potential impacts on neighbouring sites which are proposed for residential development require careful consideration. The proposals are likely to result in increased traffic, deliveries and visitor numbers. The impact of construction activities upon existing residents should also be considered.

**Flooding** – due to the proximity of the River Leven and a culverted burn, it will be necessary for any development on this site to address flood risk and provide a suitable drainage strategy.

**Contaminated Land** – due to the previous industrial uses at this site, it will be necessary for a site investigation to be undertaken and any contamination that is discovered will need to be addressed.

**Community Safety** - the proposals should seek to discourage anti-social behaviour through good design, security measures and natural surveillance.

## **7. Next Steps**

All Elected Members are invited to attend a presentation on the proposals by Lidl UK, and to participate in a subsequent discussion.

Following the pre-application meeting, Lidl UK intend to finalise their planning application for submission in the near future. On receipt of any such application it would be advertised in the press, weekly list and the Council website to allow the public to view the plans and make representations. The application would then be presented to a future Planning Committee for determination.

### **Pamela Clifford**

Planning & Building Standards Manager

Date: 22<sup>nd</sup> September 2016

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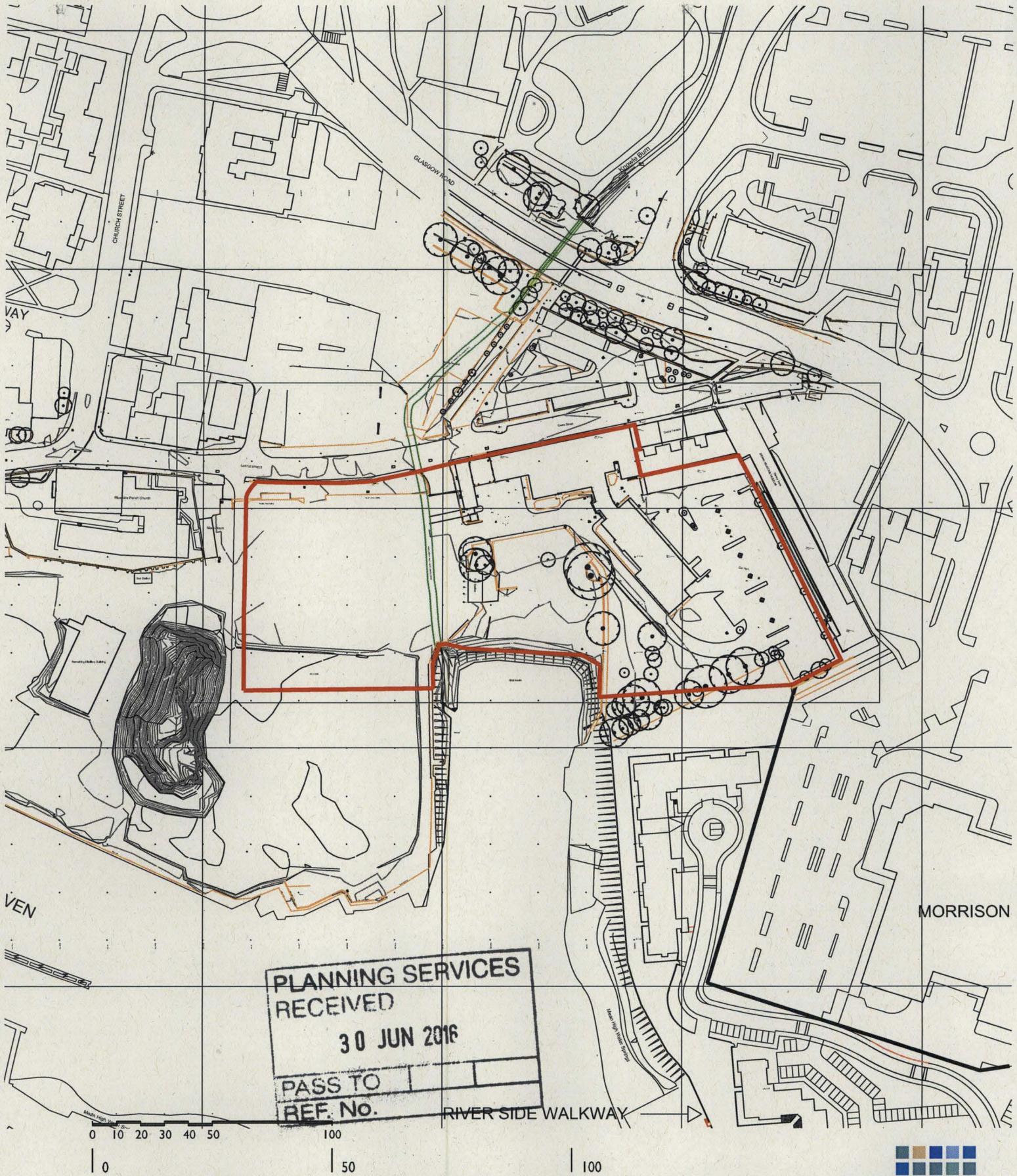
### **Appendix 1:**

“Protocol 3 – Elected Member involvement in Pre-Application Discussions”

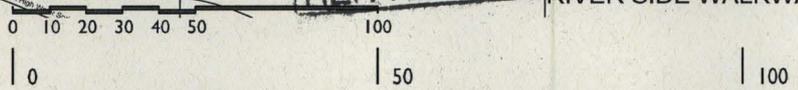
“Planning Procedures for Councillor Involvement in the Pre-application Stage”

**Background Papers:** Site Plan

**Wards affected:** 3 (Dumbarton)

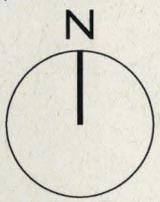


PLANNING SERVICES  
 RECEIVED  
 30 JUN 2016  
 PASS TO  
 REF. No.



CLIENT	Lidl UK GmbH				
JOB	Proposed New Store at Dumbarton				
DRAWING	Location Plan				
STATUS	<b>FEASIBILITY</b>				
Drawn	AM	Checked	...	Approved	...
DATE	June 16	JOB NO	s/4186	DR NO	4186-(SK)-01
REV	/				

yeomanmcallister



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 info@ym-london.com





## **Waterfront Walk and Cycleway, Dumbarton**

### **Elected Members' Pre-Application Meeting: 5 October 2016**

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#### **1. Purpose**

The purpose of this briefing note is to advise Members of a forthcoming major planning application, and to give Members an opportunity to highlight any additional issues which they consider the application ought to address. The merits of the proposal are not being considered, and no decision will be made at this stage. The procedures and protocol for Elected Member involvement at the pre-application stage were agreed by the Planning Committee on 27 August 2014, and a copy of the procedures and protocol are attached.

#### **2. Background**

The Council has a longstanding aspiration to regenerate Dumbarton town centre and the surrounding area. The charrette held in February 2015 identified a number of outcomes and among them was the provision of a waterfront pathway linking the town centre with Dumbarton Rock and Castle. A Proposal of Application Notice (PAN16/005) was submitted by the Regeneration Section of the Council in August 2016, which proposes to form a riverside pathway, running from Dumbarton town centre to Dumbarton Rock and Castle, with associated infrastructure and greenspace adjacent to the River Leven. In accordance with the regulations for pre-application consultation, a public event was held in Dumbarton in September 2016. The Council is intending to submit an application for full planning permission for the formation of the walk and cycle way. The area of land in which the path and cycle way is to be located is owned by Dumbarton Football Club, Turnberry Homes, Lidl, Culross and Dunbritton Housing Association and that formal agreements will be required with all landowners to progress the project to implementation stage.

#### **3. Site**

The walk and cycle way would be located on the northern bank of the River Leven, linking the existing walkway at Riverside Lane to Dumbarton Castle. The site is bounded by the River Leven and includes former industrial sites which are currently vacant, land adjacent to Dumbarton Football Club Stadium and land adjacent to a partially completed residential development by Turnberry Homes.

The site for the proposed walk and cycle way will include vacant land that is adjacent to quay walls and riverside embankments. Included within these areas are riverside structures which date from the previous industrial uses of the land.

#### **4. Development Details**

The development proposals comprise:

**Waterfront path and cycleway** – a new pathway approximately 1,100 metres long would be formed between Riverside Lane and Dumbarton Castle. It would include landscape areas, seating and heritage interpretation panels. Two sets of material specifications have been developed for the surface treatments. The higher quality specification is currently the preferred option but would only be achievable subject to costs and availability of funding. The path would be 3.5 metres wide to accommodate walkers and cyclists with an asphalt surface and granite kerb edges either side. At the river edge there would be a 0.75 metre over-run section comprising of a mixture of small granite blocks. A 0.5 metre high wave wall with railings above to the total height of 1.4 metres would be required along the section of route within the Turnberry Homes and Dumbarton Football Club sites to protect areas that may be susceptible to wave action. Railings to the height of 1.4 metres would be installed along the remainder of the route. The entire path would be lit with LED lights on 6 metre high columns.

Parts of the path and cycle way may also be used to provide access for emergency vehicles if required. This would require increases in the thickness of the construction of the path. A number of nodal points have been identified along the route – mainly within the Turnberry Homes site to provide viewing/seating points and small areas of public space. It is anticipated that such areas may be achieved along other sections of the route but this will require further dialogue with developers as their plans progress.

It is intended to provide a waterfront path and cycleway in one phase and it would be linked to and integrated within the development of associated sites.

#### **5. Planning Policies**

Within the adopted plan, there are a number of policies which relate specifically to how the development of the individual sites should be taken forward. Policies UR1 and RP1 encourage the re-use of vacant, derelict land and buildings. Policy R5 encourages opportunities to establish additional paths and requires developers of waterfront sites to provide paths to and along the riverbank and integrate new paths into off-road path network. Policy T2 identify opportunities for access improvements to the regeneration priorities set out in Policy RP1.

The Proposed Plan identifies the site as being within the Dumbarton Town Centre and Waterfront Changing Place, the strategy for which includes the provision of a continual waterfront path and improvement of harbour walls in all waterfront development sites. Policy DS1 is applicable to all development and aims to ensure that the walkway contributes to creating a successful place by having regard to the six qualities of a successful place: distinctive, adaptable, resource efficient, easy to get to/move around, safe and pleasant and welcoming.

The area where of the site for the proposed pathway is covered by design guidelines within the Dumbarton Town Centre and Waterfront Revised Urban Strategy 2014 which encourages a high level of urban design to be achieved together with integration with adjacent sites.

## **6. Main Issues**

It is considered that the main issues requiring to be addressed as part of any planning application will include the following:

**Placemaking and Design** - the site has significant potential as a community and visitor attraction. It is therefore essential that the pathway and associated facilities are of a high standard of design and materials. The pathway and associated landscaping and seating should be well-designed to encourage use of the route. It should also integrate with existing and future developments and provide an attractive link from the High Street to Dumbarton Castle. Consideration of nature conservation, built heritage and archaeology issues should be taken into account in the design and siting of the pathway.

**Accessibility** – measures to encourage its use by cyclists and people on foot should be made. It will be necessary to ensure that appropriate materials are used, thus maximising opportunities for walking and cycling.

**Phasing**– it is intended that the pathway will be developed by the Council in one phase but this may be subject to further discussions with developers regarding the timing and scope of works they require to do that are either close to the river edge or at quay walls. However financial contributions will be sought from developers through the planning application process as applications are submitted for respective adjacent developments.

**Community Safety** – the pathway should seek to discourage anti-social behaviour through good design, security measures and natural surveillance.

## **7. Next Steps**

All Elected Members are invited to attend a presentation on the proposals by the applicant which is the Council's Regeneration Section, and to participate in a subsequent discussion.

Following the pre-application meeting, the Council's Regeneration Section intends to finalise their planning application for submission by the end of this year. On receipt of any such application it would be advertised in the press, weekly list and the Council website to allow the public to view the plans and make representations. The application would then be presented to a future Planning Committee for determination.

**Pamela Clifford**

Planning & Building Standards Manager

Date: 22<sup>nd</sup> September 2016

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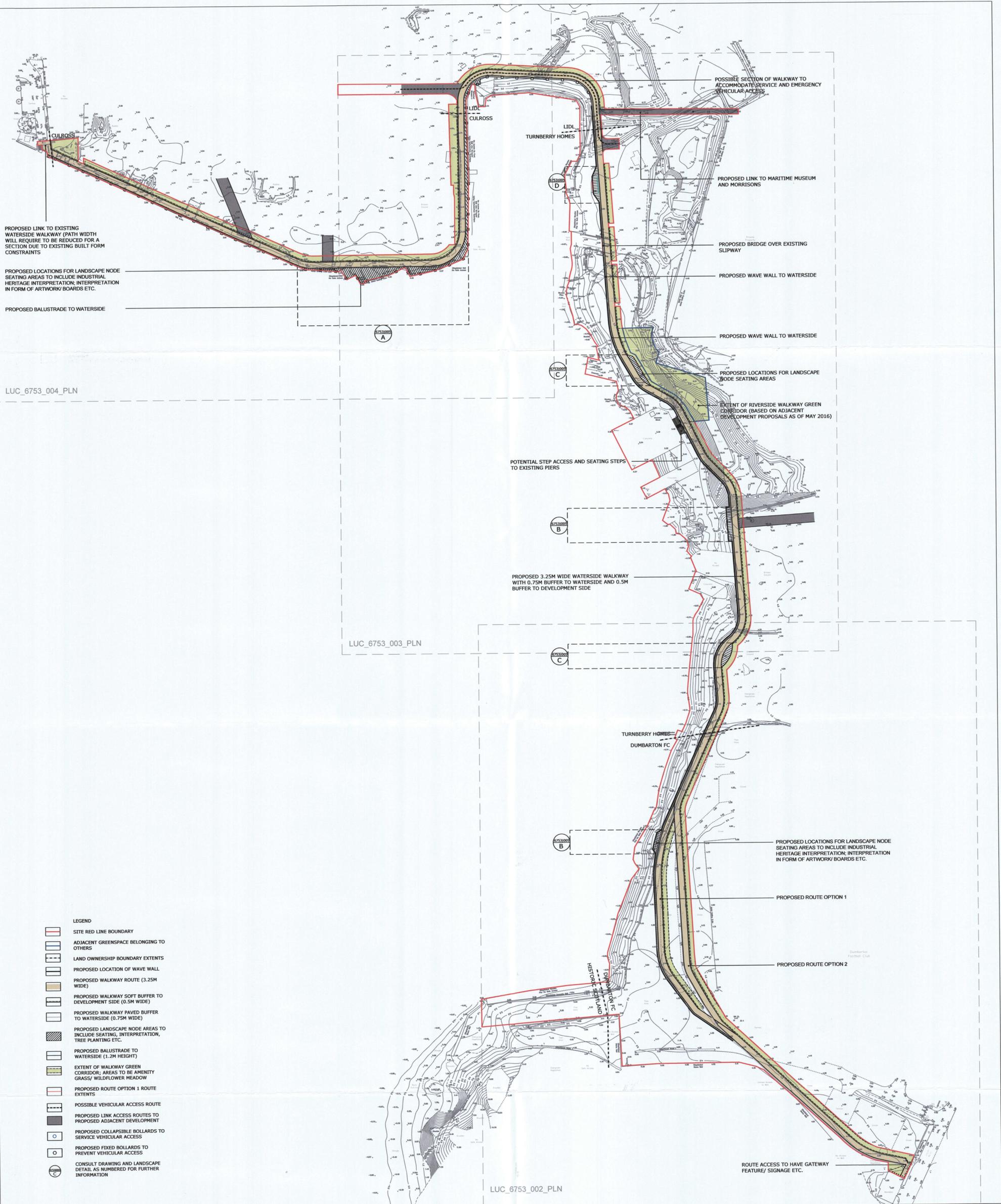
**Appendix 1:**

“Protocol 3 – Elected Member involvement in Pre-Application Discussions”

“Planning Procedures for Councillor Involvement in the Pre-application Stage”

**Background Papers:** Site Plan

**Wards affected:** 3 (Dumbarton)



PROPOSED LINK TO EXISTING WATERSIDE WALKWAY (PATH WIDTH WILL REQUIRE TO BE REDUCED FOR A SECTION DUE TO EXISTING BUILT FORM CONSTRAINTS)

PROPOSED LOCATIONS FOR LANDSCAPE NODE SEATING AREAS TO INCLUDE INDUSTRIAL HERITAGE INTERPRETATION; INTERPRETATION IN FORM OF ARTWORK/ BOARDS ETC.

PROPOSED BALUSTRADE TO WATERSIDE

LUC\_6753\_004\_PLN

LUC\_6753\_003\_PLN

LUC\_6753\_002\_PLN

- LEGEND**
- SITE RED LINE BOUNDARY
  - ADJACENT GREENSPACE BELONGING TO OTHERS
  - LAND OWNERSHIP BOUNDARY EXTENTS
  - PROPOSED LOCATION OF WAVE WALL
  - PROPOSED WALKWAY ROUTE (3.25M WIDE)
  - PROPOSED WALKWAY SOFT BUFFER TO DEVELOPMENT SIDE (0.5M WIDE)
  - PROPOSED WALKWAY PAVED BUFFER TO WATERSIDE (0.75M WIDE)
  - PROPOSED LANDSCAPE NODE AREAS TO INCLUDE SEATING, INTERPRETATION, TREE PLANTING ETC.
  - PROPOSED BALUSTRADE TO WATERSIDE (1.2M HEIGHT)
  - EXTENT OF WALKWAY GREEN CORRIDOR; AREAS TO BE AMENITY GRASS/ WILDFLOWER MEADOW
  - PROPOSED ROUTE OPTION 1 ROUTE EXTENTS
  - PROPOSED ROUTE OPTION 2 ROUTE EXTENTS
  - POSSIBLE VEHICULAR ACCESS ROUTE
  - PROPOSED LINK ACCESS ROUTES TO PROPOSED ADJACENT DEVELOPMENT
  - PROPOSED COLLAPSIBLE BOLLARDS TO SERVICE VEHICULAR ACCESS
  - PROPOSED FIXED BOLLARDS TO PREVENT VEHICULAR ACCESS
  - CONSULT DRAWING AND LANDSCAPE DETAIL AS NUMBERED FOR FURTHER INFORMATION

**Notes:**

1. Do not scale from this drawing.
2. All dimensions must be checked on site and any discrepancies verified with landscape architect.
3. All dimensions are drawn in mm.
4. Landscape drawing only.
5. All materials/items used to be as specified or alternatives to be approved by landscape architect.

Rev	Date	Issue Notes	LW	DM	MT
A	04/06/16	Final Issue			

**LUC** 37 Otago Street  
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www.landuse.co.uk

Project  
**Dumbarton Riverside Walkway**

Client  
**West Dumbartonshire Council**

Title  
**Proposal of Application Notice  
Red Line Boundary**

Scale  
**1:1000 @ A1**

Status  
**DRAFT**

Job No. **6753** Drawing No. **LUC\_6753\_001\_PLN** Issue **A**

Do not scale from this drawing  
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