



To: Planning and Property Policy Board

On: 12 May 2015

Report by: Director of Development and Housing Services

Heading: Renfrew Town Centre Simplified Planning Zone - Draft Scheme

1 Summary

- 1.1. The Planning and Property Policy Board on 10 March 2015 authorised the Director of Development and Housing Services to progress work on the necessary processes required to establish a Simplified Planning Zone in Renfrew Town Centre.
 - 1.1 A Draft Simplified Planning Zone Scheme (Appendix 1) for Renfrew Town Centre has now been prepared and will form the basis of a 6 week consultation with Key Agencies, Renfrew Community Council, local businesses and other stakeholders. Any representations received during the consultation will be considered and reported back to Board with the finalised Simplified Planning Zone Scheme.
 - 1.2 At that stage, if approved, the Renfrew Town Centre Simplified Planning Zone will be in place for a period of 10 years from the date of its adoption. However the Council has the right to propose alterations to the Scheme by adding, removing or otherwise altering the planning controls. Any alterations will be subject to further public consultation and Board approval.
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2 Recommendations

- 2.1 It is recommended that the Board:
 - (i) Authorises the Director of Development and Housing Services to progress the necessary publicity and consultation with Key Agencies, Renfrew Community Council, local businesses and other stakeholders

on the content of the Draft Renfrew Town Centre Simplified Planning Zone Scheme.

3 Background

- 3.1 A Simplified Planning Zone (SPZ) is an area where planning permission is granted in advance for specified uses and types of development. In this context, as long as the development proposals comply with the Simplified Planning Zone Scheme, it is not necessary to make an application for planning permission.
- 3.2 The Simplified Planning Zone Scheme sets out the types of developments and the nature of the uses that are authorised as well as the conditions, restrictions and guidelines that must be complied with under the Scheme.
- 3.3 The Scheme does not prevent a prospective developer's ability to apply for planning permission for proposals falling out with the provisions of the Scheme. In these circumstances, the applicant will require to go through the normal planning process.
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4 Simplified Planning Zone Scheme Content

- 4.1 The main elements of the Scheme as set out in Appendix 1 are:
- A table of developments and uses that are authorised under the SPZ Scheme along with limitations and constraints on the number and type of changes of use to ensure the town centre vitality and viability is protected;
 - Conditions which all developments require to adhere to under the Scheme; and
 - Guidance on other statutory controls which remain in force in the SPZ; as well as guidance on the design of developments authorised under the Scheme.
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5 Renfrew Town Centre Simplified Planning Zone

- 5.1 The Simplified Planning Zone Scheme seeks to promote a mix of appropriate town centre uses within Renfrew Town Centre in line with Scottish Planning Policy.
- 5.2 To protect the vitality and viability of the town centre, retail will remain the principal use in the centre. The Scheme maintains the retail function by limiting the amount of shops (Class 1) that can change to other uses within the SPZ.

- 5.3 Unlike many other town centres across Scotland, Renfrew Town Centre has a low vacancy rate of around 9%. Currently there are 62 Class 1 units within the town centre (48% of ground floor commercial units). To maintain the vitality and viability in Renfrew Town Centre, the Scheme will not permit the change of use of any Class 1 unit should the total amount of Class 1 units fall below a threshold of 40% of ground floor commercial units within the town centre.
- 5.4 It is anticipated that the increased promotion of the town centre offered by the SPZ will strengthen the retail offer. In this respect by including a threshold on the minimum amount of Class 1 units it will provide an added protection and will ensure that the flexibility offered by the SPZ is not to the detriment of the town centres important retail function.
- 5.5 Uses such as public houses and hot food outlets that can give rise to amenity issues are not permitted without applying for planning permission through the normal planning processes. There is also limitation within the scheme to prevent an over concentration of class 3, restaurants and cafes in the town centre.
- 5.6 In relation to changes of use to Payday Lending Outlets and Betting Offices (uses within Class 2) it should be noted that the outcome of the Scottish Government's Consultation on Planning Controls, Payday Lending and Betting Offices is that there will be no changes to planning legislation at this time. The Scottish Government considered that the Licensing process remained the most effective way to control such uses and in terms of planning legislation they remain part of Use Class 2 along with other town centre uses such as banks, estate agents and dentists.
- 5.7 In line with the Renfrewshire LDP strategy to increase the amount of people living in our town centres the scheme does allow for a change of use to residential at upper floor level but does not permit the change of an existing residential property to any other use.
- 5.8 To preserve the character of the built environment new build development and extensions to existing properties are not covered by the scheme and will still require an application for planning permission.
- 5.9 The Scheme does allow for shop front improvements and minor alterations to existing properties, however, any proposal will be subject to compliance with the Renfrew Town Centre SPZ Design Guide.
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6 Scheme Operation

- 6.1 In using the SPZ Scheme there are 3 stages that require to be followed.

Stage 1– What types of use and development are permitted by the Scheme and would the development proposal still require an application for planning permission?

Stage 2 – What planning conditions apply to the development proposal and what additional information does the condition require? What other types of consent are still required?

Stage 3 – Notify Council of development proposal to see if it complies. The Council will also be notified of the commencement and completion of development.

- 6.2 The Council will monitor development activity along with the impact and effectiveness of the Scheme to ensure that the development parameters are not exceeded. A monitoring report providing a summary of the development activity will be published each year of the Scheme's operation. This will be available on the Council's Renfrew SPZ webpage www.renfrewshire.gov.uk/webcontent/home/services/planning+and+building+standards/development+planning/pt-renfrewtowncentrespz
- 6.3 The SPZ Scheme relates only to planning permission and other statutory provisions would remain in place including advertisement consent, enforcement of planning controls, building warrants and listed building consents etc.
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7 Next Steps

- 7.1 The Draft Renfrew Town Centre SPZ Scheme will be subject to consultation and publicity with Key Agencies, Renfrew Community Council, local businesses and other key stakeholders towards the end of May 2015 for a period of 6 weeks.
- 7.2 It is intended to report back to the Board the outcome of the publicity and consultation exercise with a finalised SPZ Scheme for determination.
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Implications of the Report

1. **Financial** – None
2. **HR & Organisational Development** – None
3. **Community Planning – Jobs and Economy** – The SPZ scheme will help promote Renfrewshire as one of the best locations in Scotland to invest as well as encourage successful town centres through successful regeneration that contributes positively to local communities and economic growth.
4. **Legal** - None
5. **Property/Assets** - None.

6. **Information Technology** - None

7. **Equality & Human Rights** -

The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

8. **Health & Safety** – None

9. **Procurement** – None

10. **Risk** – None

11. **Privacy Impact** – None

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Renfrew Town Centre

Draft Simplified Planning Zone Scheme

May 2015



RENFREW TOWN CENTRE SIMPLIFIED PLANNING ZONE SCHEME

Contents

Introduction

- o Promoting Town Centres
- o Planning Context
- o What is a Simplified Planning Zone (SPZ)?
- o SPZ Boundary

Renfrew Town Centre Simplified Planning Zone Scheme

- o SPZ Duration
- o How to use the Scheme
 - Stage 1 - What types of development are approved by the SPZ Scheme?
 - What still requires consent?
 - Stage 2 – Planning Conditions and Informatives
 - Stage 3 – Notification Requirements

Miscellaneous Information

Appendix 1

- o Plan 1: SPZ Area
- o Plan 2: Location of Listed Buildings
- o Plan 3: Land Use Plan and Table of Existing Uses 2015

Appendix 2

- o Renfrew Town Centre Design Guide

Appendix 3

- o Pre-development Notification Form
- o Commencement and Completion Notification Certificates

Promoting Town Centres

Town centres are central to the local economy and communities offering a base for a range of businesses, community activity and jobs.

Renfrewshire Council is committed to promoting economic growth and regeneration in our centres and continues to identify and deliver a range of innovative approaches to sustain and encourage investment to ensure that all of our town centres remain as the economic and social hubs of our communities and places.

Following on from the successful adoption of the Hillington Park Simplified Planning Zone (SPZ) in 2014, Renfrewshire Council have sought to prepare an SPZ for one of our town centres as a means to stimulate investment within the context of a wider Town Centre Strategy and Action Plan.

In consultation with colleagues from the Scottish Government, Renfrew Town Centre was selected as a suitable location and the Council agreed to take part in a nationally funded Pilot Project to prepare a SPZ Scheme for the town centre.

The promotion of a simplified planning zone within Renfrew Town Centre is a clear demonstration that Renfrewshire Council is working to promote investment and enhance the town centre, to promote a culture of being 'open for business' and to ensure that planning controls are proportionate.

Planning Context

This SPZ Scheme has been prepared in line with the provisions of Sections 49 and 50 and Schedule 5 of the Town and Country Planning (Scotland) Act 1997 (the 1997 Act) as amended by the Planning Etc. (Scotland) Act 2006 and the Town and Country Planning (Simplified Planning Zones) (Scotland) Regulations 1995 (the Regulations).

Scottish Planning Policy

Scottish Planning Policy (SPP) recognises that town centres are at the heart of local communities and the local economy and can be hubs for a range of activities.

The Scottish Government's Town Centre First Policy is central to the approach being promoted with other broad policy principles including: encouraging a mix of uses in town centres; ensuring development plans, decisions and monitoring supports town centres; and, considering opportunities to increase the amount of people living in town centres.

Renfrewshire 2023 – Renfrewshire's Community Plan

The Renfrewshire Community Plan recognises that attractive and successful town centres are important to the local community and the delivery of sustainable economic growth within Renfrewshire. The Community Plan makes a commitment to: "Deliver a regulatory framework designed to support and encourage investment and area regeneration".

The Glasgow and the Clyde Valley Strategic Development Plan

The Glasgow and the Clyde Valley Strategic Development Plan (SDP) identifies a network of Strategic Centres, their challenges and a range of interventions that will be required to support their long-term roles and functions.

While Renfrew Town Centre isn't one of the Strategic Centres identified in the SDP, a Simplified Planning Zone will have no impact on the role and function of any Strategic Centre (including Braehead and Paisley) and will strengthen the network of centres identified in the Renfrewshire Local Development Plan.

Renfrewshire Local Development Plan

The Renfrewshire Local Development Plan (LDP) Spatial Strategy aims to promote sustainable economic growth by indicating opportunities for change and supporting investment which helps to regenerate, create and enhance communities and places.

Strengthening the vitality and viability of Renfrewshire's centres is central to the LDP Spatial Strategy and requires the channelling of investment to allow a diverse range of activities and uses to develop. In terms of Renfrew Town Centre the LDP identifies that the Council will continue to work to strengthen and refresh the offer within the town centre to maintain its vitality and viability.

Renfrew Town Centre

In comparison to many town centres across Scotland Renfrew town centre is performing well with less than 9% of commercial units / buildings currently vacant, however, it is envisaged that this SPZ will help reduce vacancy further and strengthen the offer within the town centre, delivering benefits for developers, property owners, businesses and residents of Renfrew.

The SPZ offers the flexibility to help Renfrew's businesses to grow and adapt as well as encourage new business to locate in the town centre.

City Deal Investment

Renfrew town centre will also benefit from the City Deal investment programme which will deliver a new bridge crossing between Renfrew and Yoker and a new road to the north of the town. The increased promotion of the town centre and simplified planning framework delivered by this SPZ together with the City Deal infrastructure investment will add to the overall strength of the town centre providing for new economic growth opportunities.

What is a Simplified Planning Zone?

A Simplified Planning Zone is an area where the need to apply for planning permission is removed for certain types of development so long as the development complies with the details, conditions and guidance set out in the SPZ Scheme.

An SPZ Scheme maintains acceptable standards of development, care for the built environment and amenity. These matters are addressed in this Scheme while offering flexibility designed to help Renfrew's businesses to grow and adapt as well as encouraging new business opportunities to locate in the town centre.

The proposed Renfrew Town Centre SPZ allows for certain changes of use, external alterations, and other minor works without the need for a planning application subject to their compliance with the development parameters and conditions detailed in this document.

Under the Town and Country Planning (Use Classes) (Scotland) Order 1997 changes of use can occur without the need for planning permission. Under the SPZ Scheme there is increased flexibility to change the use of properties.

Planning issues are addressed within the Scheme. The types of new/additional uses and new development that are approved within the SPZ area are confirmed.

The aim of the SPZ is to assist in informing investment decisions as businesses and investors are able to establish with certainty and speed the acceptability of their proposals.

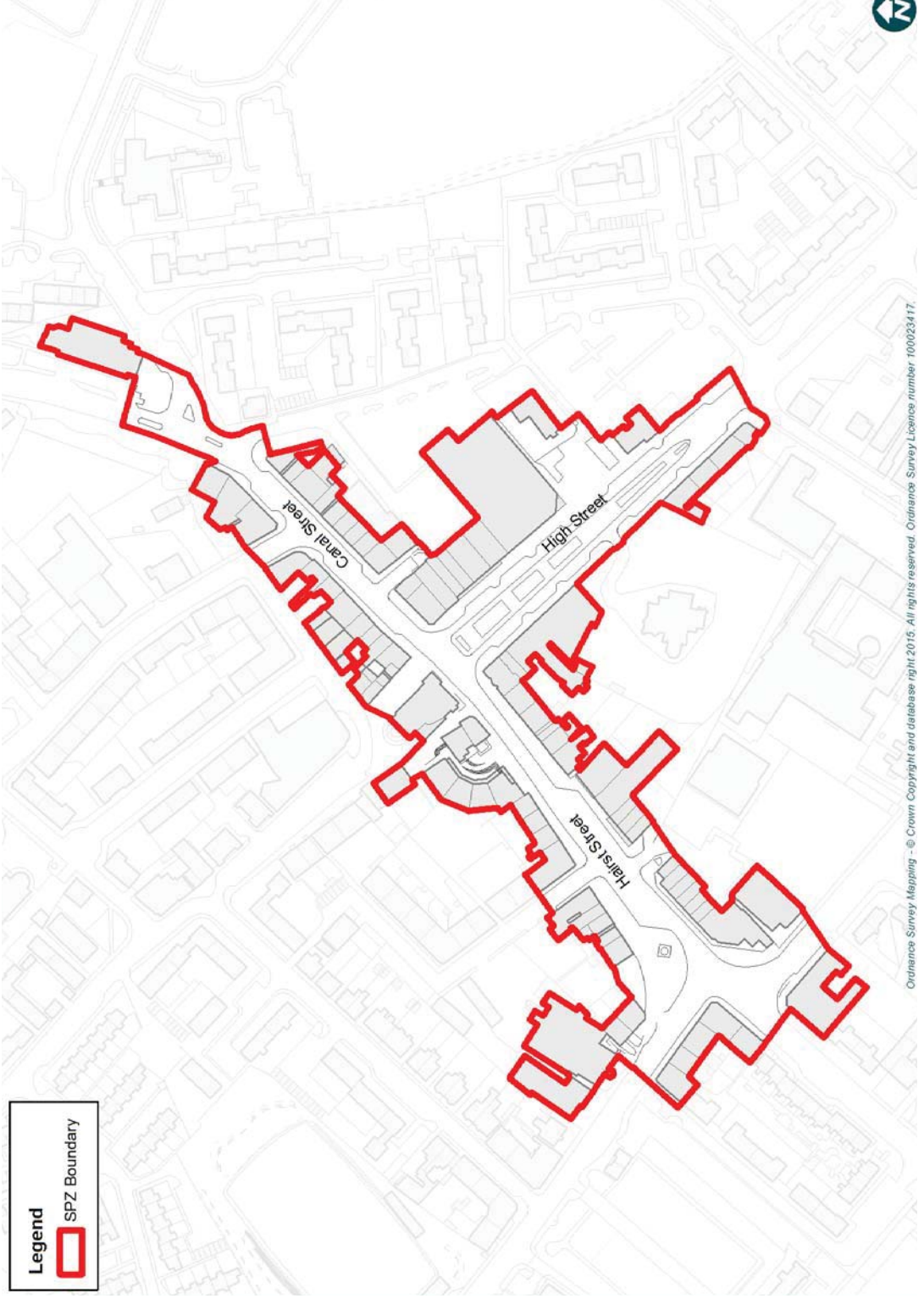
The savings in terms of time, money and effort in considering these minor changes and the certainty offered by the SPZ status will help promote Renfrew town centre further as a location to invest.



SPZ Boundary

SPZ Boundary

The provisions of this SPZ Scheme apply only to the area identified on the Plan below. Areas outside of this boundary are subject to standard planning control.



RENFREW TOWN CENTRE SIMPLIFIED PLANNING ZONE SCHEME

SPZ Duration

The provisions of this SPZ Scheme are valid for a period of **TEN YEARS** from the date of its commencement on The Council has the right to propose alterations to the Scheme including to add to, remove or otherwise alter the planning controls (see Page 11)

How to Use the Scheme

In using this SPZ Scheme there are three stages that require to be followed before proceeding with your development proposals within Renfrew Town Centre (See Figure 1).

Development is approved by this SPZ Scheme where it is in accordance with the development parameters (Stage 1), and complies with the conditions attached to the scheme (Stage 2). Information on each Stage is detailed in pages 8-13.

Figure 1 – Operation of Renfrew Town Centre SPZ Scheme



WHAT TYPES OF DEVELOPMENT ARE APPROVED BY THE SPZ SCHEME

Development is approved within the SPZ area subject to the development parameters set out in Figure 2. This allows for certain changes of use, external alterations and other minor works within Renfrew Town Centre. Figure 2 details the types of uses and development that are approved under this SPZ scheme. A proposal for any other use or development type will **not** be permitted by this scheme. For example, new build development or extensions to existing properties within the SPZ area and a change of use not indicated below are not covered by this scheme.

Figure 2 – Permitted Developments/Uses and Development Parameters

Uses and Developments Permitted	Development Parameter
Changes of Use To	
Use Class 1 – Shops*	Acceptable at ground floor level
Use Class 2 – Financial, Professional and Other Services (e.g Estate Agents, Banks, Dentist Surgeries*)	Acceptable at ground floor and first floor level
Use Class 3 – Food and Drink (e.g. Restaurants and Cafes*)	Acceptable at ground floor level. (Does not include Public Houses or Hot Food Takeaways) No more than three adjoining Class 3 units are permitted by the SPZ scheme
Use Class 4 – Offices*	Acceptable at ground floor and first floor level. (Does not include Light Industry)
Use Class 7 – Hotels and Hostels*	Acceptable at ground floor and first floor level
Flats – Residential	Acceptable but limited to upper floors. Excludes Houses in Multiple Occupation.
Use Class 10 – Non Residential Institutions (e.g. Nursery, Public Library, Museum, Religious Institution*)	Acceptable at ground floor level
Other Developments	
Shop front alterations	Subject to compliance with Renfrew Town Centre SPZ Design Guide (Appendix 2)
Installation of external refrigeration/ air conditioning units	Subject to compliance with Renfrew Town Centre SPZ Design Guide (Appendix 2)
Notes	
- Existing uses and floorspace levels within the SPZ area are detailed in Plan 3: Land Use Plan 2015 (Appendix 1). - The above uses are approved subject to the number of ground floor Class 1 units not falling below 40% of the total number of ground floor commercial units within the town centre. See Plan 3: Land Use Plan 2015 for a breakdown of Class 1 units. (Appendix 1). Should the number of Class 1 units fall below 40% the Scheme will not permit the change of use of a retail unit to any other use. - This scheme does not permit the change of use from Class 9 (Residential) to any other use. - Development activity will be monitored throughout the scheme duration and an annual monitoring report will be published. * Examples only, for a full list of uses please see The Town and Country Planning (Use Classes) (Scotland) Order 1997	

WHAT STILL REQUIRES CONSENT?

Proposals Not Permitted by the Scheme

Proposals falling outside of the SPZ scheme that require planning consent will be considered by way of a planning application and determined under the development plan. Renfrewshire Council continue to welcome such submissions.

Permitted Development Rights

This scheme does not affect existing permitted development rights afforded under the Town and Country Planning (General Permitted Development) (Scotland) Order 1992 (as amended). The amended order, subject to specified criteria, allows for certain alterations and extensions to commercial properties and minor developments such as access ramps, trolley stores and the installation of vehicle recharging electrical outlets.

Any alterations or extensions to permitted development rights which may subsequently emerge through future regulatory change would also be available.

Other Consents

The SPZ Scheme relates only to planning permission. It is the developer's responsibility to ensure compliance with all other relevant legislation and requisite fees. For example, separate approval will be required from the Local Authority for, if applicable, Listed Building Consent and Building Warrants.

Advertisement Consent

Proposals for signs and advertisements, unless having deemed consent, will require approval under the terms of the Town and Country Planning (Control of Advertisement) (Scotland) Regulations 1984 (as amended) or its replacement.

Certain types of advertisements do not need permission under the regulations. As a guide, you will normally need to apply for permission for most illuminated signs, advertisements using special structures for display such as poster hoardings and large signs or those positioned high up on buildings.

The following page provides guidance on two types of advertisement which can be displayed without consent. For a full list of advertisements which can be displayed without consent please see Schedule 4 of the Advertisement Regulations.

The Advertisement Regulations are complex and it is always advisable to check the position with the Council's Development Management Section before proceeding.

Figure 3 – Deemed Advertisement Consent

You can display certain types of advertisement on your shopfront without advertisement consent.

Firstly, the sign **MUST** relate to the business or activity being carried out, the goods sold or the services provided or the name and qualification of the person supplying the goods or services from the premises.

Non- illuminated fascia sign with ‘deemed consent’



Maximum height of letters or figures must not exceed 0.75m

Highest part of advert must not exceed bottom of first floor of the building or wall on which it is displayed or if lower, 4.6m above ground level

The advertisement will be displayed on a wall that contains a window

Illuminated fascia sign with ‘deemed consent’



Only one advert will be displayed on the exterior of the shopfront and the maximum height of letters or figures must not exceed 0.75m

Sign must be displayed on external face of the shop front and parallel to that face

Each character of the advert must be individually illuminated from within, the background must remain non-illuminated

The advert must not include any moving feature or animation and must not be illuminated intermittently

No part of the advert will be less than 2.5m above ground level or above 4.6m above ground level

The advertisement will be displayed on a wall that contains a window

No part of the advert will project more than 0.25m from the face of the wall on which it is displayed

Any internal wiring, switches or electrical installations must be concealed as far as is reasonably practicable

PLANNING CONDITIONS AND INFORMATIVES

Development approved by this SPZ Scheme is subject to planning conditions as shown in Figure 4. Please note that some of the conditions are pre-commencement conditions, requiring details to be approved prior to development starting.

Where conditions require further details to be submitted to Renfrewshire Council we will endeavour to provide a response regarding the acceptability of the submitted information within 14 days of receipt.

It is the developer's responsibility to ensure that development is fully in compliance with these conditions and informatives.

Variation or removal of planning conditions

Development carried out under the provisions of the SPZ must adhere to any relevant, applicable condition contained within the SPZ Scheme.

There is no scope to vary or remove planning conditions attached to the SPZ Scheme other than in the circumstances when the Council choose to alter the scheme.

Where developers wish to carry out development without complying with a condition contained within the SPZ Scheme, an application for full planning permission should be submitted for consideration by the Council.

Figure 4 – SPZ Planning Conditions

	Condition	Reason
1	All development shall comply with the parameters of the SPZ Scheme as set out in Figure 2 and in Appendix 1.	To ensure the development accords with the provisions of this Scheme
2	All developments shall comply with the Renfrew Town Centre Design Guide as set out in Appendix 2 unless otherwise agreed in writing with the planning authority.	To ensure that the design and scale of development respects its surroundings
3	Waste and recycling storage areas should be located away from principal frontages and screened from the road.	To maintain and enhance the visual amenity of the area
4	That prior to work commencing on site for the change of use of any unit to a use that will involve the preparation of hot food for consumption on the premises, details shall be provided for the written approval of the Planning Authority which demonstrate that:- a) A suitable mechanical extract system shall be provided which includes an adequately sized stainless steel extraction canopy incorporating suitable grease filters located above cooking equipment; and b) The canopy shall be ventilated direct to the external air via suitable ducting incorporating an adequately sized extract fan; and c) The ventilation system shall terminate via a flue located to the rear of the property at a minimum height of 1 metre above the eaves level of the property or 1 metre above any dormer window of the property. If the property to be altered is single storey, the flue shall terminate at a minimum height of 1 metre above eaves level of the adjoining residential property; and d) The system shall be attached using anti-vibration mountings to prevent the transmission of noise or vibration to dwellings forming part of the building; Reason Thereafter the extraction system shall be installed in accordance with the approved details and prior to the use becoming operational.	In the interests of residential amenity.
5	All residential flats created under the provisions of this Scheme shall include windows to the front and rear of the property.	In the interests of residential amenity.
6	The Internal noise levels within any proposed flat above commercial property shall not exceed 40dB, daytime and 35dB nighttime, measured as LAeq,T.	In the interests of residential amenity.
7	The design, installation and operation of any plant, machinery or equipment shall be such that noise associated with any development does not exceed Noise Rating Curve NR25 between the hours of 2300 to 0700 hours and NR 35 at all other times when measured within any dwelling in the vicinity of the development. Structure borne vibration from the proposed development shall be imperceptible within any dwelling in the vicinity of the development. For an explanation of noise rating curves, refer to BS 8233:2004 Sound insulation and noise reduction in buildings- code of practice, Annex B.	In the interests of residential amenity.

Informatives

Developers must note that compliance with the conditions does not remove the requirement to obtain all other statutory consents. Informatives detailed below are a reminder for developers of some of the issues that they may need to consider.

Land Ownership

The applicant is advised that the granting of planning permission through this Simplified Planning Zone does not remove him/her from the requirement to obtain consent from the owner to undertake the development and adjacent landowners in respect of any access required. Such consent should be obtained prior to the commencement of works on site

Listed Buildings

Proposal which would alter or affect the setting of a listed building will require an application for Listed Building Consent. The Location of existing Listed Buildings within Renfrew Town Centre is detailed in Plan 2 (Appendix 1).

Advertisements and signs proposed for display on or within a listed building –

whether or not they benefit from “deemed consent” under the Advertisement Regulations may require a separate application for listed building consent.

Advertisements

Any advertisement, other than that deemed within the terms of the Town and Country Planning (Control of Advertisements) (Scotland) Regulations 1984, will require an application for advertisement consent. See Pages 9 - 10.

Building Standards

If you propose to alter an existing building or convert a building you will normally require a Building Warrant. A warrant will be granted if the proposals meet the requirements of the Building (Scotland) Act 2003. For further information please contact

email: bc@renfrewshire.gov.uk

phone: 0300 300 0144

Licensing

If you would like advice or help in making a new application for the grant of a license, or you would like to know whether you need a license for a particular

purpose, please contact Renfrewshire Council’s Licensing section:
email: licensing.cs@renfrewshire.gov.uk
phone: 0300 300 0300

SEPA

The applicant should consult with the Scottish Environment Protection Agency concerning the proposed development, in respect of legislation administered by that organisation which is likely to affect proposed development.

Drainage

The applicant should consult Scottish Water in respect of legislation administered by that organisation which is likely to affect development.

NOTIFICATION REQUIREMENTS

Pre-development notification

Prior to the commencement of development under the provisions of the SPZ Scheme, it is the developer's responsibility to notify the local planning authority using the Pre-development notification form attached in Appendix 3.

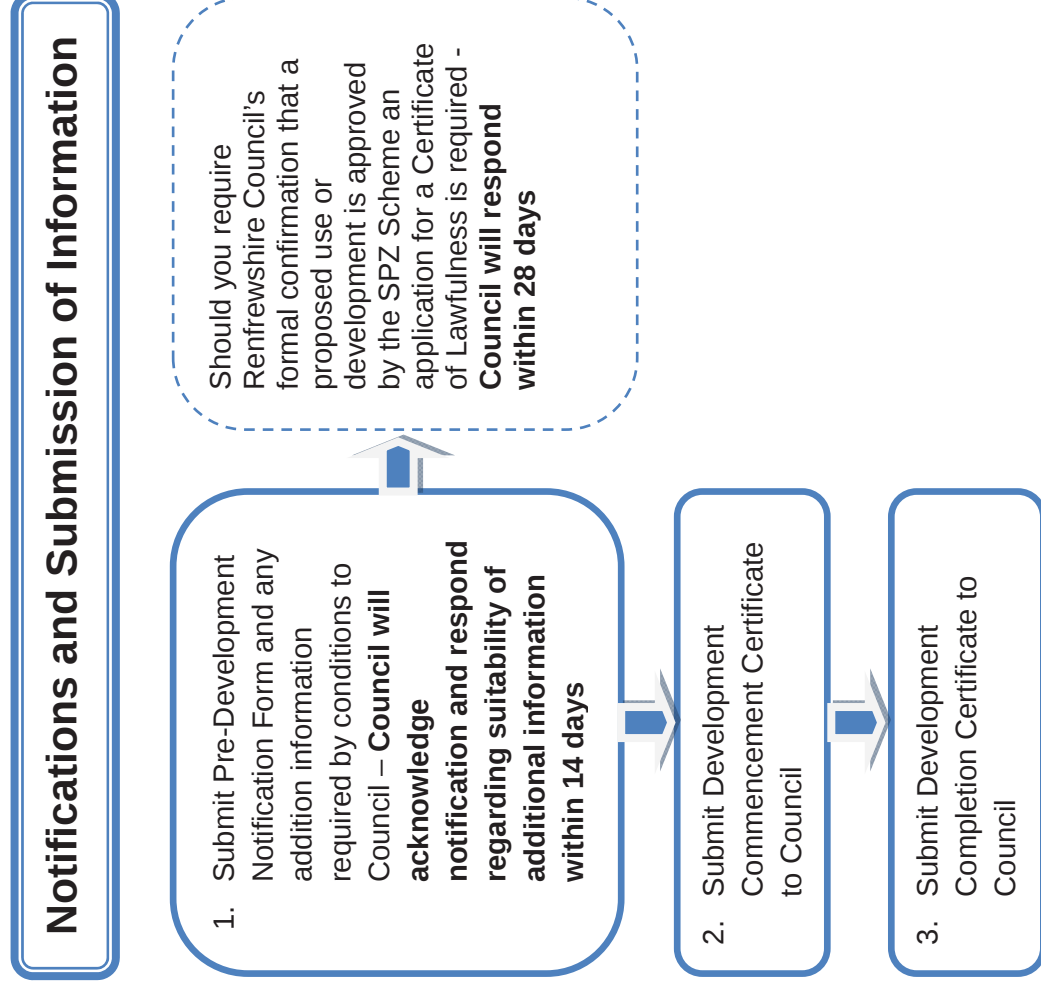
On receipt of a duly completed pre-development notification form, the local planning authority will respond in writing within 14 working days to acknowledge the development proposal. Failure to respond in writing within this period, or to request further information (with specified reasons) will be deemed to be mean that the pre-notification requirement has been fulfilled.

It is important that accurate information is provided on this form to allow the Council to monitor development activity and ensure that development is in accordance with the SPZ development parameters. Failure to provide accurate information may lead to enforcement action being taken by the Council.

Commencement and Completion Notification

In addition to the pre-development notification certificate developers are required to complete and return a notification certificate on commencement and completion of a development being carried out under the provisions of this SPZ Scheme. (Appendix 3)

Figure 5 – Notification Process and Submission of Additional Information



MISCELLANEOUS INFORMATION

Scheme Compliance and Rights of Appeal

Should prospective developers require Renfrewshire Council's formal confirmation that a proposed use or development is approved by the SPZ Scheme, an application for a Certificate of Lawfulness is required together with the requisite application fee (Section 151 of the 1997 Act).

Renfrewshire Council will endeavour to determine applications for a Certificate of Lawfulness in respect of the SPZ Scheme within 28 days.

If the application is refused, the applicant will have the normal rights of appeal.

Enforcement

If Renfrewshire Council considers that a development is in breach of the provisions of the SPZ Scheme, or other planning permission, the Council may take enforcement action. This action is undertaken at the discretion of the Council in accordance with the Renfrewshire Council Planning Enforcement Charter September 2011.

Monitoring Arrangements

For the SPZ Scheme to work efficiently, for outcomes to be measured and for it to achieve its primary objective of encouraging sustainable economic development, it is important that Renfrewshire Council are able to monitor the development activity.

Using the information received through the pre-development notification process and the commencement and completion of development forms (Appendix 3), Renfrewshire Council will publish an annual report providing a summary of the approved development. This information will be used to update Plan 3: Land Use Plan 2015 which will be published in the annual report.

Alteration of the SPZ Scheme

Renfrewshire Council intend that the SPZ Scheme will remain unaltered for the entirety of its period of operation (10 years). Under the provisions of Section 53 of the 1997 Act, however, the Council has the right to propose alterations to the Scheme including to add to, remove or otherwise alter the planning controls. In accordance with the regulations, alterations will be subject to further public consultation and will only come into effect 12 months from the date of adoption of the changes.

Contact information

You can contact Renfrewshire Council in relation to proposals under this SPZ Scheme:

Organisation	Contact details
Renfrewshire Council	Director of Development and Housing Services Renfrewshire Council Cotton Street, Paisley, PA1 1JD localplanconsultation@renfrewshire.gov.uk

APPENDIX 1- SPZ SCHEME PLANS

Plan 1: SPZ Area

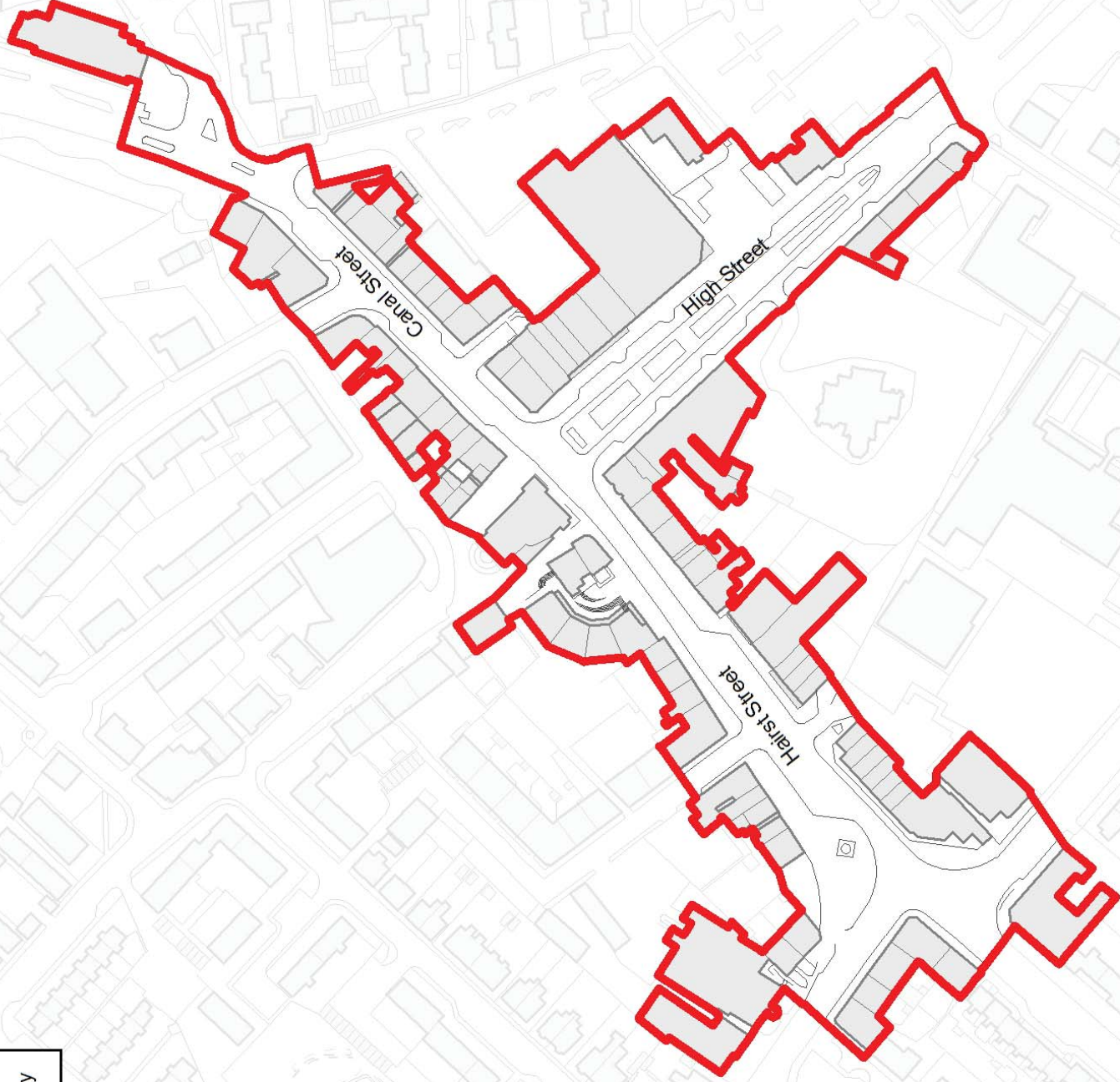
Plan 2: Location of Listed Buildings

Plan 3: Land Use Plan 2015

Plan 1 - Renfrew Town Centre SPZ Boundary

Legend

 SPZ Boundary



Plan 2 - Location of Listed Buildings 2015

Legend

SPZ Boundary

Listed Building Cat. A

Listed Building Cat. B

Listed Building Cat. C

A detailed map of a town center showing the locations of listed buildings in 2015. The map is overlaid with a red line representing the SPZ (Special Protection Zone) boundary. Buildings are color-coded according to their category: red for Category A, blue for Category B, and green for Category C. The map shows a network of streets including Canal Street, High Street, and Harst Street. A north arrow is located in the top right corner. The map is titled 'Plan 2 - Location of Listed Buildings 2015'.

Ordnance Survey Mapping - © Crown Copyright and database right 2015. All rights reserved. Ordnance Survey Licence number 100023417.

Plan 3 - Land Use Plan 2015 (Ground Floor)

Legend

SPZ Boundary

Use Class (No of Units)

1 (62)

2 (29)

3 (5)

4 (3)

10 (3)

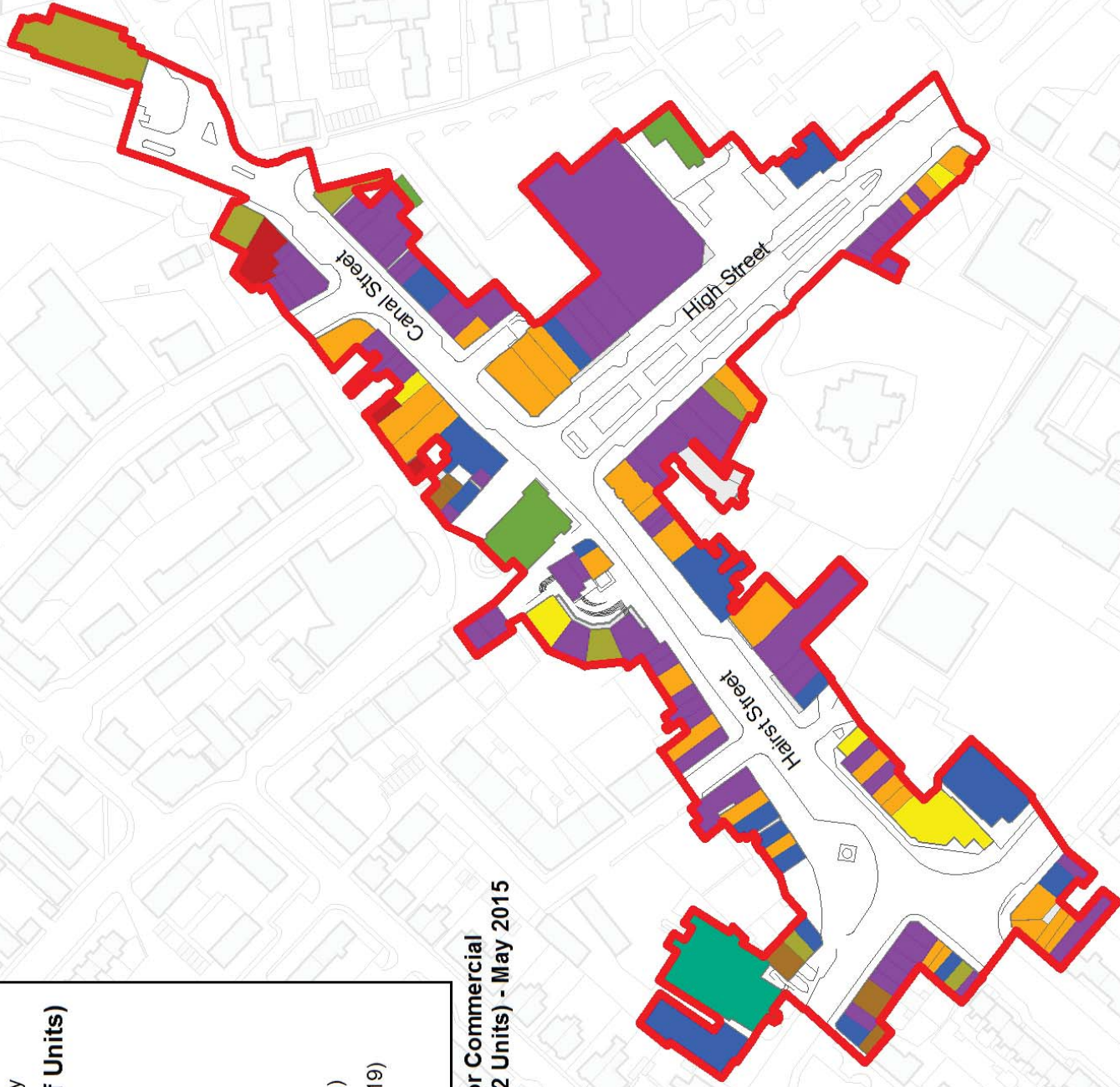
11 (1)

Residential (5)

Sui Generis (19)

Vacant (7)

48% of Ground Floor Commercial Units are Class 1 (62 Units) - May 2015



Plan 3 - Land Use Plan 2015 (First Floor)

Legend

SPZ Boundary

Use Class (No of Units)

2 (3)

3 (1)

4 (1)

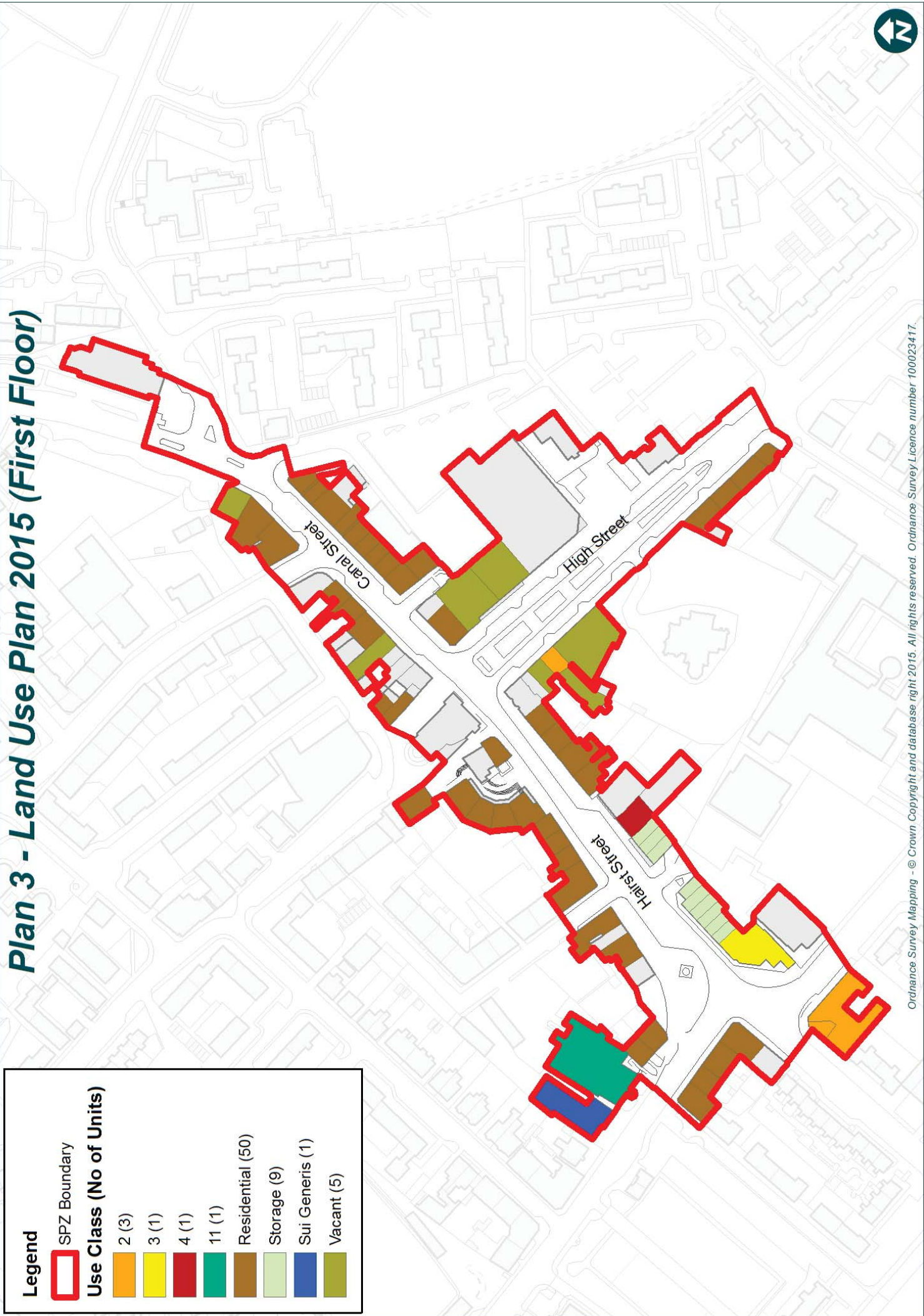
11 (1)

Residential (50)

Storage (9)

Sui Generis (1)

Vacant (5)



Plan 3 - Land Use Plan 2015 (Second Floor)

Legend

SPZ Boundary

Use Class (No of Units)

Residential (35)

Vacant (2)

This map displays the land use plan for the second floor of Plan 3, based on the 2015 data. The map features a red outline representing the SPZ (Special Planning Zone) boundary. The area is divided into two use classes: Residential (35 units) and Vacant (2 units). The map includes labels for 'Canal Street', 'High Street', and 'Halst Street'. A north arrow is located in the top right corner. The map is overlaid on a detailed street map showing building footprints and street layouts.

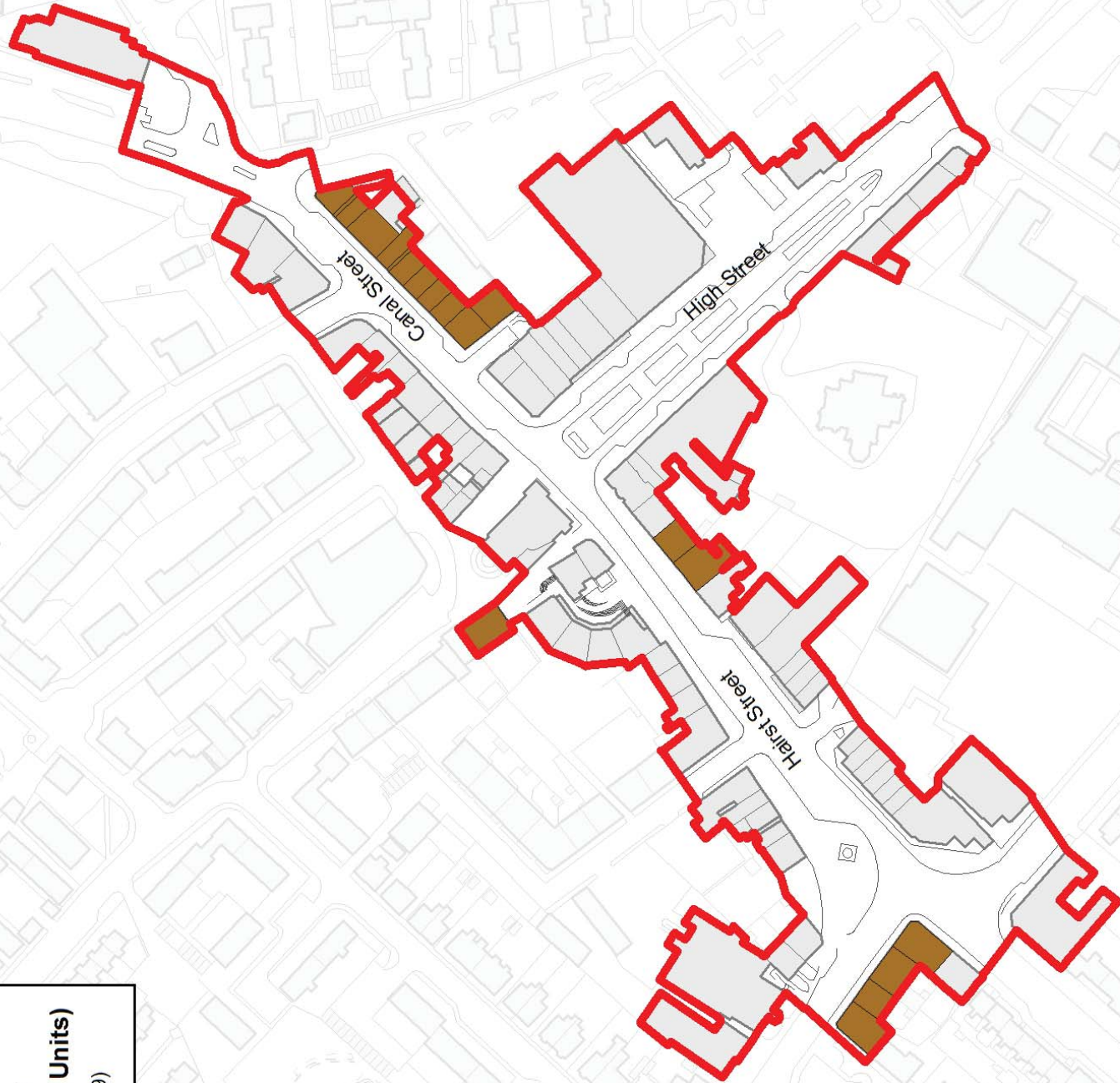
Ordnance Survey Mapping - © Crown Copyright and database right 2015. All rights reserved. Ordnance Survey Licence number 100023417.

Plan 3 - Land Use Plan 2015 (Third Floor)

Legend

 SPZ Boundary

 Use Class (No of Units)
Residential (19)

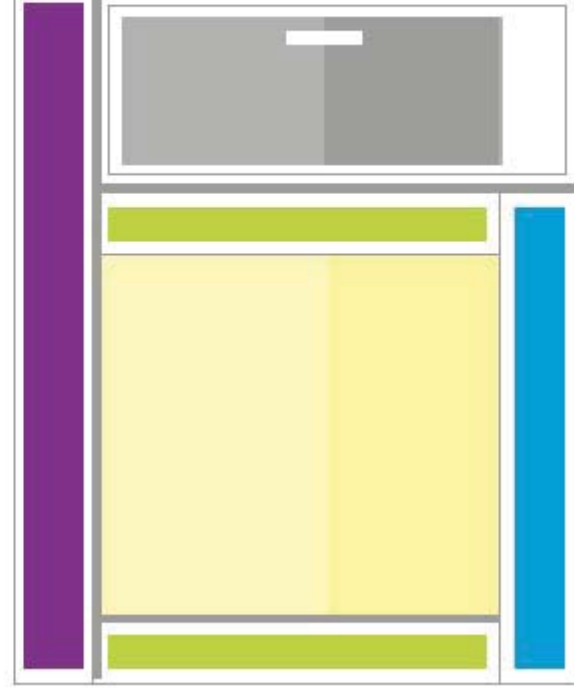


APPENDIX 2 - Renfrew Town Centre Design Guide

Well designed shop fronts make a positive contribution to the character and appearance of Town Centres. In the Renfrew Town Centre Simplified Planning Zone the following design principles will apply:

- Frame the shop window – The basic frame of a shop front consists of the fascia at the top for signage, the stall riser at the bottom, the pillars or columns to the sides of the unit and the separation between units;
- Respect the main building – there should be a relationship between the shop and the building that it is a part of rather than trying only to achieve uniformity with adjoining units;
- Add visual interest – The use of colour, materials, signage and window displays can add visual interest to individual units and the wider street scene;
- Use good quality materials and finishes – materials should complement the existing building. Keeping the range of materials used to a minimum can create a degree of unity in the street scene;
- External air conditioning and refrigeration units require to be located at the rear of the building, screened from public view.

Layout for a basic shop front



Fascia / Top

Window Display

Pillars / Sides

Stall Riser / Bottom

APPENDIX 3

- o Pre-development Notification Form
- o Development Commencement Certificate
- o Development Completion Certificate

Renfrew Town Centre Simplified Planning Zone Pre-development notification form

Notes for developers

By submitting this form you are notifying the Renfrewshire Council that you intend to carry out works under the Renfrew Town Centre Simplified Planning Zone (SPZ) Scheme.

Completion of this form is a mandatory requirement if development is undertaken under the provisions of the SPZ scheme. It is essential that the local planning authority maintains an accurate record of the development activity so that the terms of the SPZ are not exceeded.

On receipt of this form, the local planning authority will acknowledge within 10 working days to the agent or developer if no agent is specified.

Acknowledgement of the form does not constitute the local planning authority's confirmation that the proposal is compliant with the SPZ. Developers requiring a formal decision from the local planning authority about the proposal's compliance with the SPZ must apply for a certificate of lawfulness of proposed use or development under section 151 of Town and Country Planning (Scotland) Act 1997.

Please complete this form and return to the local planning authority together with the following minimum information:

- Location plan (scale 1:1250 or 1:2500)
- A Block plan for Residential Proposals (1:500 or 1:200)

All measurements should be provided in metric and floor areas specified as gross internal area (GIA)

The completed form and plans should be sent by post/e-mail to:

Director of Development and Housing Services
Renfrewshire Council
Cotton Street, Paisley, PA1 1JD
localplanconsultation@renfrewshire.gov.uk

Submitted information

I/we submit the following information (please tick):

Site location plan (scale 1:1250 or 1:2500) ☐

Block plan (Residential proposals) (1:500 or 1:200) ☐

Other information provided with the pre-development notification, if applicable (please list):

**Renfrew Town Centre Simplified Planning Zone
Pre-development notification form**

1. Developer details	
Applicant	Agent
Contact name:	Contact name:
Company/organisation:	Company/organisation:
Address:	Address:
Postcode:	Postcode:
Telephone no. E-mail:	Telephone no. E-mail:
2. Location of proposed development	
Address/location of proposed development:	
3. Details of the proposed development	
Description of development or change of use (and Use Classes):	

Gross floor area and use of existing development (GIA):	
Gross floor area and use of proposed development (GIA):	
Estimated date works will commence on:	
4. Developer declaration	
Declaration: I/we hereby give notice of the intention to carry out the above development under the provisions of the Renfrew Town Centre SPZ. I/we shall carry out the proposed work in accordance with the details included on this form and the associated scaled plans. I/we also confirm that the development will be undertaken in accordance with the conditions and informatives of the SPZ. I/we understand that any material variation from the details I/we have provided will require a revised pre-development notification to be made. I/we also understand that the local planning authority may take enforcement action if it considers that the proposed development is not permitted by the SPZ, or is not in accordance with the details that have been provided herewith.	
Name:	
Signature:	
Date:	

Renfrew Town Centre Simplified Planning Zone

Notification of Initiation of Development: Confirmation of start of works

A person who has commenced development for which notification has been given under the terms of the SPZ, must, as soon as practicable after starting works, give notice to Renfrewshire Council by returning this completed Notice to:

Renfrewshire Council, Development and Housing Services,
Cotton Street, Paisley, PA1 1JD;
localplanconsultation@renfrewshire.gov.uk

Signed

Date

*On behalf of

*Delete where inappropriate

Address:	
Reference Number:	
Proposal:	
Applicant:	
Previous notification Date:	
Full name and address of person(s), company or body carrying out the development (if different from applicant):	
Full name and address of all owner(s) of the property/ land to be developed (if different from applicant):	
Full name, address and contact details of person(s), company or body appointed to oversee the carrying out of the development:	
START DATE:	

Renfrew Town Centre Simplified Planning Zone
Notification of Completion of Development

A person who completes development for which notification has been given under the SPZ, should, as soon as practicable after completion, give notice of completion to Renfrewshire Council by returning this completed Notice to:

Renfrewshire Council, Development and Housing Services,
Cotton Street, Paisley, PA1 1JD;
localplanconsultation@renfrewshire.gov.uk

Address:	
Reference Number:	
Proposal:	
Applicant:	
Previous notification Date:	
COMPLETION DATE FOR DEVELOPMENT:	

Signed

Date

*On behalf of *Delete where inappropriate

