

# Conwy Local Development Plan 2007 – 2022



## SUPPLEMENTARY PLANNING GUIDANCE LDP12: Rural Conversions

Adopted November 2014

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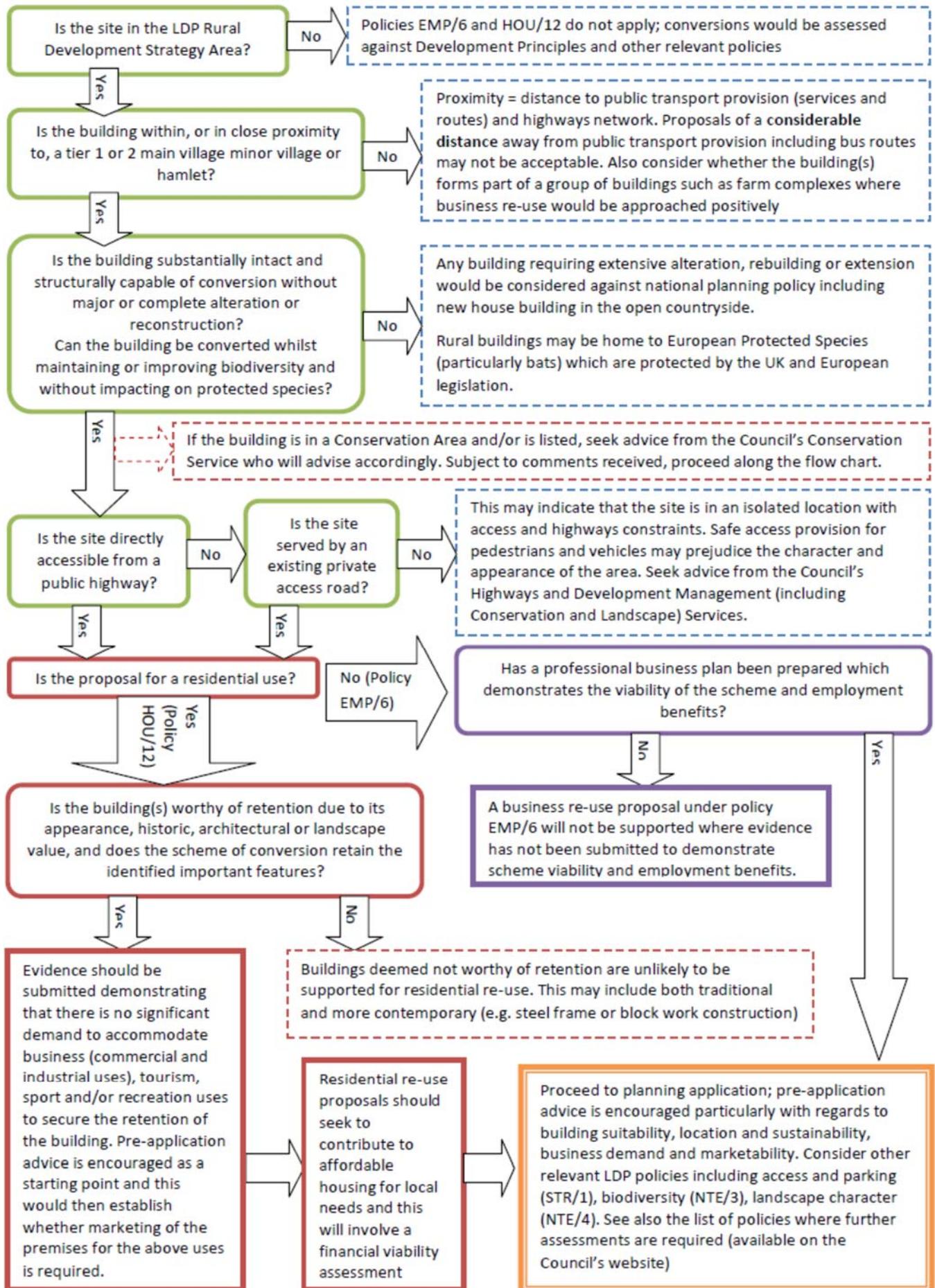
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# 1. Summary Process Flowchart



## **2. Introduction**

### **2.1 Overview**

- 2.1.1. This is one of a series of Supplementary Planning Guidance (SPG) documents that give further advice on policies contained in the Conwy Local Development Plan (LDP). SPGs are intended to advise planning applicants and will be taken into account when determining planning applications. The purpose of this SPG is to provide planning guidance on policies EMP/6 and HOU/12 for rural building conversions to business (including commercial, industrial, tourism, sport and recreation<sup>1</sup>) and housing uses.
- 2.1.2. By allowing suitable conversions of buildings for business use or live work enterprises, including tourism, the Council aims to support the rural economy. However residential conversions may be more appropriate in some locations and for some types of building to support business and affordable housing for local needs.
- 2.1.3. The SPG covers 'redundant' rural buildings in the 'Rural Development Strategy Area<sup>2</sup>'; that is, lands outside the main urban areas within the Conwy local planning authority area. Redundant buildings are those which are no longer required for their original use, predominantly agriculture. Policies EMP/6 and HOU/12 will be applied with greater flexibility in the Tier 1 and 2 Main Villages to reflect their settlement hierarchy position and relative sustainability. This SPG and the relevant policies do not cover replacement buildings.
- 2.1.4. Please refer to national planning policy and guidance for rural enterprise dwelling conversion schemes and proposals where residential conversion is a subordinate part of a scheme for business re-use<sup>3</sup>.

## **3. Policy Context**

### **3.1 Overview**

- 3.1.1. Para 7.6.5 in Planning Policy Wales (PPW) states that local planning authorities should adopt a positive approach to the conversion of rural buildings for business re-use. Section 5.5 details the importance of taking into account biodiversity issues and protected species. It is important that the Biodiversity SPG and European and UK legislation are also taken into account.
- 3.1.2. Technical Advice Note (TAN) 6 provides planning guidance on sustainable rural communities. Para 3.5.1 states the conversion of buildings which are currently in industrial or commercial use to dwellings may have an adverse impact on the local economy. Para 3.6.1 states that whilst residential conversions have a minimal impact on the rural economy, conversions for holiday use can contribute more and may reduce pressure to use other houses in the area for holiday use.
- 3.1.3. TAN 15 provides guidance on flood risk. Any proposal for conversion within Zone C as defined on WG's Development Advice Maps and/or within Zones 2 and 3 of NRW's flood

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<sup>1</sup> Section 3.2 Technical Advice Note 23: Economic Development

<sup>2</sup> Policy DP/2 – Tier 1 and 2 Main Villages, Minor Villages, Hamlets and the open Countryside.

<sup>3</sup> Technical Advice Note 6: Planning for Sustainable Rural Communities

maps will need to comply with TAN15 and any application will need to be accompanied by an FCA. Where a proposal is to convert a low vulnerability building into one of high vulnerability, eg from a barn or outbuilding to residential accommodation, the TAN states that such development should not be permitted within zone C2.

3.1.4. TAN 23 provides guidance on economic development proposals. Section 3.2 advocates adopting a positive approach to the conversion of rural buildings for business re-use on the basis that:

- They are suitable for the specific use;
- Conversion does not lead to dispersal of activity on such scale as to prejudice town and village vitality;
- Their form, bulk and general design are in keeping with their surroundings;
- Imposing conditions on a planning permission overcomes any planning objections, for example on environmental or traffic grounds, which would otherwise outweigh the advantage of re-use;
- If the buildings are in the open countryside, they are capable of conversion without major or complete reconstruction;
- Conversion does not result in unacceptable impacts upon the structure, form, character or setting where the building is of historic and / or architectural interest.

3.1.5. Para 3.2.2 of TAN 23 states that policies may prohibit residential re-use in local employment priority areas unless:

- The applicant has made every reasonable attempt to secure suitable business re-use and the application is supported by a statement of the efforts which have been made; or
- Residential conversion is a subordinate part of a scheme for business re-use; or
- The resulting housing will contribute to an identified need for affordable housing for local need.

## **3.2 LDP Policy EMP/6**

### **Policy EMP/6 – RE-USE AND ADAPTATION OF REDUNDANT RURAL BUILDINGS**

The re-use and adaptation of existing buildings in the rural area to new business uses that contribute to the local economy and Welsh language and culture will be permitted where:

- a) The building is substantially intact and structurally capable of conversion without requiring major or complete reconstruction, and;
- b) The building is capable of conversion to accommodate the proposal without substantially altering its size, character and external appearance and the proposed form, bulk and general design are in keeping with their surroundings, and;
- c) Conversion does not result in unacceptable impacts upon the structure, form, character or setting where the building is of historic and/or architectural interest, and;
- d) Safe access for pedestrians and vehicles can be provided without prejudicing the character and appearance of the building and area, and;

- e) The proposal represents a sustainable development in terms of the location and construction, and;
- f) Any ancillary works associated with the conversion will not unacceptably adversely affect the rural character of the locality, and;
- g) There is no adverse impact on the Welsh language in line with Policy CTH/5;
- h) The application is supported by a professional business plan which demonstrates the viability of the scheme.

### **3.3 LDP Policy HOU/12**

#### **Policy HOU/12 – RE-USE AND ADAPTATION OF REDUNDANT RURAL BUILDINGS FOR RESIDENTIAL USE**

1. The conversion and re-use of suitably constructed buildings of merit in the rural area for permanent residential purposes will be supported provided that:-
  - a) It can be demonstrated that there is no significant demand to accommodate business, tourism, sport and/or recreation uses to secure the retention of the building, and;
  - b) The proposed development seeks to contribute to Affordable Housing for Local Need in line with Policy HOU/2, and;
  - c) The existing building is structurally sound and suitable for conversion or is capable of being made so without substantial major external alteration or reconstruction, and;
  - d) The building is worthy of retention due its appearance, historic, architectural or landscape value, and that the scheme of conversion retains the identified important features, and;
  - e) Safe access for pedestrians and vehicles can be provided without prejudicing the character and appearance of the area, and;
  - f) The proposal represents a sustainable development in terms of the location and construction, and;
  - g) Any ancillary works associated with the conversion will not unacceptably adversely affect the rural character of the locality.
2. Development proposals for residential conversions which represent a subordinate part of a scheme for business re-use will be determined in line with Policy DP/6 – ‘National Planning Policy’.

## **4 Criteria Relevant to Business and Residential Re-Use – Policies EMP/6 and HOU/12**

### **4.1 Suitability for Conversion – EMP/6 (a) and HOU/12 (c)**

#### **4.1.1 Structural soundness and building works**

- Proposals that involve the substantial reconstruction of the original building will not be permitted as it would be tantamount to allowing a new development and other policies would apply<sup>4</sup>.

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<sup>4</sup> See also para 3.2.3 of TAN 23  
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- Some reconstruction and/or extension may be acceptable but much depends on the nature and extent of works and impact on the existing structure and setting. Officer discretion will be applied and pre-application discussions are advised.
- Any extension should not dominate the original building in its size. The increase in size that will be acceptable will depend upon the character of the existing building.
- Modern buildings are often industrial in character and due to their design and construction, are unlikely to be suitable for residential conversion. Temporary or makeshift buildings (e.g. caravans) are unlikely to be suitable for conversion.

#### **4.1.2 Structural Engineer's Report**

- In most instances a structural report prepared by a qualified structural engineer will be required to be submitted with an application.
- Officers can advise via the pre-application route and confirm whether a report prepared by a professionally qualified structural engineer is required to demonstrate building suitability.
- The report should detail the building's existing condition and demonstrate that the scheme can be implemented without major rebuilding works. It should also detail specifications of works required including a room by room schedule, being clearly referenced to the submitted plans.
- It should also explain how the building will be supported during the construction stage and if any further works are necessary. These support works must be undertaken or put in place prior to any work commencing on the conversion of the building.

#### **4.1.3 Roofs**

- Proposals for roof works should retain as much of the existing fabric as possible. Existing openings should be respected and designed around and there is a preference for not introducing extra-large openings where possible.
- Roof structures can display varying degrees of decay and damage as a result of water ingress or structural failure or fatigue.
- Replacement or new roofs, including extensions, should use materials best suited to the character of the existing building. Any roof or extension height and pitch alterations should not adversely affect the skyline and character of the building.
- Dormer windows should be avoided unless they form part of the original building. Roof lights need careful consideration in a design scheme and conversions should incorporate agricultural methods of bringing in more light, such as glass slates and slit windows.

#### **4.1.4 Design**

- The Council encourages innovative and contemporary designs in rural conversions which incorporates the use of renewable energy technologies in a considered approach rather than being bolted on as an afterthought. Panels should be sited off the building or if not possible flush with the roof (please refer to Cadw's guidance – 'Renewable Energy and your Historic Building').

- If the building(s) is listed and/or in a Conservation Area, please refer to policy CTH/2 (development affecting heritage assets). Further advice should be sought from the Council's Conservation service regarding the viability of scheme repair and re-use.

#### 4.1.5 Rural Conversion – Best Practice Examples



**Figure 1** – Bodnant Food Centre (Highly commended in the 2013 Royal Town Planning institute Wales Planning Award). *Renovation of garden centre buildings with associated ancillary activities. The existing buildings were fully repaired with the removal of existing render (in poor condition), to re-expose original random stone wall. The existing roof was removed and raised, to allow for expansion to the existing mezzanine and upper floors. The scheme improves the run of ad hoc structures and was supported so as to safeguard the existing employment opportunities.*



**Figure 2** – The Nook, Oxwich (further information on the Design Commission for Wales website <http://dcfw.org/the-nook-oxwich>)



**Figure 3 -**  
Yr Hen  
Siop,  
Tretio.



**Figure 4 -**  
Ben Alder  
Cottage in  
the  
Highlands -  
Example of  
an  
extension  
which was  
clad in  
corrugated  
black tin.



**Figure 5** –Ty Capel, Rhiwddolion, Betws y Coed (Landmark Trust)  
<http://www.landmarktrust.org.uk/our-landmarks/properties/ty-capel-12658>



**Figure 6** – Marl Farm, Marl Lane, Llandudno Junction. Conversion of outbuildings into four dwellings.



**Figure 7 - St Curig's Church**  
<http://www.stcurigchurch.com/>



**Figure 8 - Bogbain Mill project in Dingwall**  
<http://www.ruraldesign.co.uk/#Bogbain-Mill>  
<http://www.scotland.gov.uk/Topics/Built-Environment/AandP/InspirationalDesigns/ProjectType/Conversionrural/BogbainMill>

## **4.2 Pedestrian and Vehicle Access - EMP/6 (d) and HOU/12 (e)**

- 4.2.1 Conversion proposals must provide for safe vehicular and pedestrian access including the following key issues. See also policies STR/1-3 and LDP2 - Parking Standards SPG.
- Visitor and traffic generating proposals under policy EMP/6 (including rural diversification) should consider the availability of public transport, highways network suitability to accommodate the additional traffic movements and inclusive access (including compliance with the Disability Discrimination Act) as a legal requirement.
  - The removal of hedgerows, trees and walls will be resisted and enquiries via the pre-application route should clarify any such proposals.
  - Car parking and the amount of hard standing in proposals need careful consideration. Any necessary works should be appropriate to the character of the area and not detract from the landscape or lead to creeping suburbanisation. Landscaping and appropriate planting can help to minimise visual impact.
  - All proposals must also include satisfactory parking provision within the curtilage of the site. Effective screening using locally sourced materials should be provided so that parking does not detract from the rural setting of the building(s). In some cases suitably designed new build garages may be acceptable.
  - The provision of adequate amenity space is particularly important for residential conversions and the creation of a suburban style curtilage, erection of outbuildings and other domestic paraphernalia including gates and fencing around the building should be avoided as should the subdivision of open courtyards.

## **4.3 Sustainable Location - EMP/6 (e) and HOU/12 (f)**

- 4.3.1 Applicants must demonstrate that the building(s) is not in an isolated location, being a considerable distance away from public transport provision including bus routes. A balance of the building suitability, car dependency and the type of development will be required; additional information may be requested from applicants to demonstrate policy compliance<sup>5</sup>. See also policies DP/1 and 2.

## **4.4 Welsh Language - EMP/6 (g), DP/4 and CTH/5**

- 4.4.1 Rural conversion proposals can have a positive impact on communities and the economy including the future well-being of the Welsh language. Policy CTH/5 lists development scenarios requiring a 'Community and Linguistic Statement' and 'Community and Linguistic Impact Assessment' as detailed in table 1 below.
- 4.4.2 The Council will encourage throughout the Plan Area both the provision of bilingual signs and the retention of traditional Welsh names for developments; please see LDP6 – The Welsh Language SPG for further information.

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<sup>5</sup> Planning Policy Wales paras 4.7.7 – 4.7.8  
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| <b>A Community and Linguistic Impact Assessment should accompany:</b>   | <b>A Community and Linguistic Statement should accompany:</b>  |
|---|--|
| Housing applications on unallocated sites of ten units or more in the Urban Development Strategy Area and five units or more in the Rural Development Strategy area | Housing applications on windfall sites of 20 units or more in the Urban Development Strategy Area and ten units or more in the Rural Development Strategy Area |
| A commercial, industrial or tourist development on unallocated sites with an area of 1,000 square metres or more in the Plan Area                                   | A commercial, industrial or tourist development on unallocated sites with an area of 2000 square metres or more in the Plan Area                               |
| Development which is likely to lead to the loss of community facilities as defined in Policy CFS/6  |  |

**Table 1** – Policy CTH/5 Welsh language – developments requiring assessment

## **5 Criteria Specific to Business Re-Use – Policy EMP/6**

### **5.1 Business Plan – EMP/6 (h)**

- 5.1.1 New businesses in rural areas are essential to sustain and improve rural communities, but developments which only offer short-term economic gain may not be appropriate<sup>6</sup>.
- 5.1.2 Proposals under this policy should be supported by a professional business plan which has been prepared by a qualified and independent advisor/surveyor.
- It should be robust, pragmatic and demonstrate a long term vision for the business to help ensure that proposals brought forward under EMP/6 are both viable and justified in meeting an identified need.
  - It should demonstrate scheme viability and the employment benefits and should cover the costs of development (conversion and business establishment in labour and financial terms) and market conditions for the business. It should set out financial projections including assumptions and parameters.
  - A degree of proportionality will be applied to the scope and contents of a business plan. For example, with smaller scale proposals a letter of intent from the business applicant's bank may suffice, so long as the evidence demonstrates scheme viability and employment benefits<sup>7</sup>. In each case pre-application advice is encouraged.
  - Business plans will be reviewed when a subsequent change of use application is submitted, to see whether the performance outcomes have been realised and why a change of use is sought.

### **5.2 Promoting Holiday Accommodation Use**

- 5.2.1 The following key issues should be considered for holiday accommodation proposals, including holiday lets.

<sup>6</sup> Planning Policy Wales para 7.3.1

<sup>7</sup> Para 4.3.12.2 of the Conwy LDP

- A business plan should justify the need/demand for the holiday let and state the applicant's firm intention to develop the site for this use. The grant of planning permission would include an occupancy condition to ensure the property is not occupied as a person's sole or main place of residence.
- The Council's preference is for short term holiday lets when holiday accommodation is considered and to ensure this use is maintained, it may be necessary to place a condition requiring an up-to-date register of occupiers (including names, main home addresses and dates of arrival and departure) being kept at the holiday accommodation and be made available for inspection by the local planning authority upon request.

## 6 Criteria Specific to Residential Re-Use – Policy HOU/12

### 6.1 Business Demand – HOU/12 (a)

6.1.1 Demonstrating that there is no **significant** demand to accommodate business, tourism, sport and/or recreation uses requires the following issues to be considered:

- The Council appreciates that the traditional fixed period marketing exercise may not be appropriate in each instance based on the demand for specific uses in different locations and a degree of flexibility will be applied.
- In the first instance, pre-application discussions with relevant Council services, including Business and Enterprise, can establish whether there is significant business demand for the different economic uses. Whether there is significant demand will be determined through consultation with the Business and Enterprise service which includes the number and nature of enquiries received for the relevant economic uses in the County Borough and local area, as well as evidence of market demand and trends. If the case is not completely proven and there is uncertainty on the significance of business demand, the applicant would be advised to market the site for the relevant uses and provide a statement of the approaches taken which should be submitted as supporting material to any application. Clarification via pre-application discussion will assist in determination.
- Additionally, an agent's view as to the commercial viability of a site for the above uses should be presented and marketing may be required thereafter. This should be clarified at pre-application stage to avoid any delays at application stage.

### 6.2 Marketing – HOU/12 (a)

6.2.1 Where a marketing exercise is advised, this should be undertaken prior to submitting a planning application and include the following measures:

- In most circumstances, a six month continuous marketing exercise will be advised as an appropriate test of market demand; however, Officers will accept a proportionate period in certain cases, for example buildings that are unlikely to be suitable for business re-use due to building location, layout or size.
- An active and comprehensive marketing exercise should encompass all potential uses within the terms of the policy and be undertaken through a recognised and independent commercial property agent, covering the Conwy and neighbouring authority region. Subject to pre-application discussions on marketing extent and demand, the property should be advertised "for commercial, industrial, tourism (including holiday accommodation), sport or recreation use only".

- Applicants and/or agents should proactively find a tenant, or engage with tourist or community groups, to ensure the full range of potential uses to which a building could be put, have been covered. This should include the potential for both the sale and rent of the property.
- The price at which the property is marketed should reasonably reflect both its value as a business premises and the costs associated in overcoming any constraints to bring the development forward.
- Advertisement via each of the following means:
  - A minimum of three adverts at two-monthly intervals in a regional newspaper
  - A minimum one advertisement in the six month period in a recognised trade publication, for example Estates Gazette
  - Internet advertising – using a national or local estate agent website(s) (for the duration of the six month period)
- Notification to the Council of the marketing period commencement. The Council may then decide to register the property on its database in order to monitor enquiries.
- Applicants should seek to submit an application within 3 months of the expiration of the marketing period, to ensure that evidence is up to date reflecting current demand and valuations.

### **6.3 Supporting Statement**

6.3.1 With regards to the above list, an application stage supporting statement should include the following:

- The extent of marketing, including copies of all adverts with dates specified, and details of when and for how long the advert was advertised in the agent's window and on any website as well as the site marketing signage and number of website hits.
- The marketing price (purchase and rent) including any revised prices and dates.
- Details of any enquiries received, including any firm offers (conditional or unconditional)
- A written statement of the commercial property agent's view as to the commercial viability of the site which should include analysis of market trends.

6.3.2 There is concern about the state of the buildings which are being advertised for commercial uses, including buildings which could take a year or more to go through the planning process and be converted; business needs are likely to have a more urgent timeframe. Although some tenants may be prepared to enter into a pre-let agreement, many others would opt for buildings already available for use, and where there is a stated rental cost, rather than an unspecified contribution towards conversion costs.

6.3.3 If there is a planning permission in place, a prospective tenant would have a clearer idea of the layout and accommodation of the resultant building, along with the costs and timescale of conversion works.

6.3.4 In addition to the above, the following factors may be listed in a supporting statement as evidence that a commercial, tourism, sport or recreation use is not practicable or desirable:

- **General Location:** Buildings located in very remote areas will generally be unsuitable for business uses. Delivery of goods may be difficult, distribution costs are likely to be high and sufficient staff may be unobtainable.
- **Highways:** The intensive use of narrow, single carriageway country lanes with few passing places is normally undesirable. Where site access is difficult, as, for example, where visibility is obstructed by buildings and boundary walls or hedges, its use by significant levels of additional traffic may be hazardous.
- **Parking:** Provide for sufficient parking space available within the existing curtilage, and ensure the parking should not be visually intrusive or cause harm to the rural character of the area.
- **External Appearance:** Generally, business conversions can often be carried out with less harm to the appearance of the building than residential. Business uses that require major alterations, such as the insertion of larger windows, delivery doors, air vents and the attachment of other external equipment are unlikely to be appropriate.
- **Building size and internal layout:** additional factors which can limit potential for commercial use.

6.3.5 Any application for the renewal of an expired permission should be subject to the requirement to prove that a business, tourism, sport or recreation use is not appropriate, in accordance with Policy HOU/12.

## 6.4 Affordable Housing Contributions – HOU/12 (b)

6.4.1 Affordable housing policy requirements in the rural settlements will follow policy HOU/2 – ‘Affordable Housing for Local Need’. In the open countryside the starting point for assessment is the provision of 100% affordable housing for local needs and the Council will assess cases on an individual basis and request evidence of anticipated development costs and revenues.

6.4.2 Scheme viability will be considered and applicants should demonstrate why any lower provision is necessary through the submission of evidence including completion of a Viability Assessment Pro-Forma. In such cases, subject to evidence and assessment, a commuted sum towards affordable housing for local needs may be appropriate. Abnormal and exceptional development costs should be considered from the outset and para 4.2.2.8 of the LDP states that deviation from the policy assumption and reduction in affordable housing contribution will only be acceptable where a supporting viability assessment demonstrates that ‘unknown’ development costs are apparent.

## 6.5 Worthiness of Retention – HOU/12 (d)

6.5.1 For residential conversions, the building should be worthy of retention due to its appearance, historic, architectural or landscape value. This will also be an important consideration for conversion to service accommodation / holiday let uses. Policies

NTE/4 – ‘The Landscape and Protecting Special Landscape Areas’ and CTH/2 – ‘Development Affecting Heritage Assets’ are relevant.

- 6.5.2 Policy CTH/3 – ‘Buildings and Structure of Local Importance’ of the LDP states that a local list of buildings or structures which make an important contribution to the character and interest of the local area will be compiled from visual surveys and consultation with local interest groups. LDP8 – ‘Buildings and Structures of Local Importance’ SPG sets out the methodology for such a list and identifies criteria and additional controls, for example, Article 4 directions.
- 6.5.3 For listed building conversions to residential, it is acknowledged that in some instances a residential re-use may provide greater long term security for the building than business re-use and a degree of flexibility will be applied to criterion a regarding business demand and marketing. Further advice should be sought from the Council’s Conservation service via the pre-application enquiry route.

## **6.6 Rural Character – HOU/12 (g)**

- 6.6.1 Ancillary work is development associated with the conversion but not relating directly to the main building; for example, the provision of amenity space, boundary treatments (gates, walls, hedges or fencing), car parking areas, hard surfacing, garages, outbuildings, external lighting and infrastructure related to supplying services such as electricity, water, gas and telephone lines. As with the main conversion work, it is important that ancillary work can be undertaken without unduly affecting the rural character of the area.
- 6.6.2 In the limited circumstances where planning permission is granted for conversion to residential accommodation, permitted development rights (minor works undertaken without the need to apply for planning permission) will be removed by condition of the planning permission to avoid unacceptable adverse affects on the character of the original building and locality. Policies NTE/4, CTH/2, CTH/3 should also be considered.
- 6.6.3 The provision of services such as electricity, water and gas and any associated storage containers must have minimal visual intrusion and must be clearly addressed in any planning application. Electricity lines or other services should be provided underground unless demonstrated to be impracticable.

## **7 Submitting a Planning Application**

### **7.1 Enquiries and Pre-Application Discussions**

- 7.1.1 Planning application and pre-application enquiry forms, along with guidance notes, are available from the Council’s Planning offices, or to download from the Council’s website: [www.conwy.gov.uk/planning](http://www.conwy.gov.uk/planning)
- 7.1.2 Planning applications can be submitted either in hard copy format or electronically via the Planning Portal [www.planningportal.gov.uk](http://www.planningportal.gov.uk)

## **7.2 Additional Information Required**

- 7.2.1 Applications to convert buildings constructed on the basis of agricultural permitted development rights within 10 years before the date of the application for conversion must include evidence that the building has been used for the intended purpose for a significant period of time.
- 7.2.2 Any conversion scheme must abide by the terms of the Wildlife and Countryside Act 1981, (as amended), the Conservation of Habitats and Species Regulations 2010 and Part III of the CRow Act 2000. The advice of the Council's ecologist should be sought before submitting an application and the applicant may be expected to carry out a Protected Species Survey at an appropriate time of year. Where an ecology survey is also required (again, this can be clarified via the pre-application route), it would be advised to prepare this at the same time as the structural engineer's report. NRW should be consulted where a proposal is likely to affect European Protected Species, when the need for a survey has been identified, a survey has been undertaken and LPA need further advice and/or where a proposal is likely to affect nationally fully protected species protected under the Wildlife & Countryside Act 1981 (as amended).
- 7.2.3 Rural buildings are highly likely to be roosting or breeding places for protected species and a survey for protected species should therefore accompany all conversion applications. The presence of any protected species will be a material consideration in the determination of the application. Also it is an offence to harm a protected species under the Wildlife and Countryside Act 1981 (as amended) and under regulation 53 of the Conservation of Habitats and Species Regs 2010 (as amended). Any proposal that may result in unmitigated harm to the species or its habitat is unlikely to be considered favourably. Policy NTE/3 – 'Biodiversity' is relevant and further guidance is available in LDP5 – Biodiversity SPG.
- 7.2.4 Porosity tests are required for non-mains drainage.

## **7.3 Additional Consents**

- 7.3.1 If the original building is listed or lies within the curtilage of a listed building, Listed Building Consent will be required for any conversion work. The Listed Building Consent process is similar to the planning application process and the two applications should be submitted at the same time either in hard copy format or electronically via the planning portal [www.planningportal.gov.uk](http://www.planningportal.gov.uk). Relevant application forms and guidance notes are available from the Council.

## **7.4 Building Regulations**

- 7.4.1 The conversion of a rural building to a different use to which it was originally intended will in most cases require building regulations approval in addition to planning consent. Comprehensive information on building regulations can be found at the planning portal; address above.
- 7.4.2 The local planning authority must be consulted and any necessary consent obtained before carrying out additional works required by building regulations.

## 8 Further Guidance

### 8.1 Converting Historic Farm Buildings in Wales – A Good Practice Guide

produced by Cadw and Monmouthshire County Council (2004), provides general guidance on the conversion of historic rural buildings in Wales.

## 9 Contacts

### 9.1 Council Services

|  |   |   |
|--|---|---|
| Strategic Planning Policy Service                | Muriau Building, Rosehill Street, Conwy. LL32 8LD   | <b>Phone:</b> 01492 575461<br><b>Email:</b> <a href="mailto:cdll.ldp@conwy.gov.uk">cdll.ldp@conwy.gov.uk</a>                          |
| Development Management Section                   | Civic Offices, Colwyn Bay, Conwy LL29 8AR (including Conservation and Landscape Officers) | <b>Phone:</b> 01492 575247<br><b>Email:</b> <a href="mailto:regulatory.services@conwy.gov.uk">regulatory.services@conwy.gov.uk</a>    |
| Biodiversity                                     |   | <b>Phone:</b> 01492 575200<br><b>Email:</b> <a href="mailto:cg.cs@conwy.gov.uk">cg.cs@conwy.gov.uk</a>                                |
| Business & Enterprise                            | 28 Wynnstay Road, Colwyn Bay, LL29 8NB  | <b>Phone:</b> 01492 574522  |
| Highways (Environment, Roads Facilities service) | Mochdre Offices, Conway Road, Mochdre, Colwyn Bay, LL28 5AB                               | <b>Phone:</b> 01492 575337  |
| Building Control                                 | Civic Offices, Colwyn Bay, LL29 8AR   | <b>Phone:</b> (01492) 574172<br><b>E-mail:</b> <a href="mailto:regulatory.services@conwy.gov.uk">regulatory.services@conwy.gov.uk</a> |

### 9.2 Professional Advice

|   |  |
|---|--|
| British Institute of Agricultural Consultants | <a href="http://www.biac.co.uk">www.biac.co.uk</a>               |
| Royal Institute of British Architects         | <a href="http://www.architecture.com">www.architecture.com</a>   |
| Royal Institution of Chartered Surveyors      | <a href="http://www.rics.org/wales">www.rics.org/wales</a>       |
| Royal Town Planning Institute                 | <a href="http://www.rtpi.org.uk/wales">www.rtpi.org.uk/wales</a> |

### 9.3 General Advice and Support

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|-------------------------|--|
| Business Wales          | <a href="http://www.business.wales.gov.uk">www.business.wales.gov.uk</a>               |
| Farming Connect         | <a href="http://www.farmingconnect.co.uk">www.farmingconnect.co.uk</a>                 |
| Visit Wales             | <a href="http://www.visitwales.com">www.visitwales.com</a>                             |
| Cadw                    | <a href="http://www.cadw.wales.gov.uk">www.cadw.wales.gov.uk</a>                       |
| Natural Resources Wales | <a href="http://www.naturalresourceswales.gov.uk">www.naturalresourceswales.gov.uk</a> |