

Dumfries and Galloway Council
LOCAL DEVELOPMENT PLAN 2

Historic Built Environment

Supplementary Guidance - February 2020



SUPPLEMENTARY GUIDANCE - HISTORIC BUILT ENVIRONMENT

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1. INTRODUCTION

The conservation or enhancement of individual or collective parts of the historic built environment and their settings directly benefits the region's economy, the wellbeing of communities and the enjoyment of visitors.

This document sets out detailed guidance in support of the policies of the adopted Local Development Plan which talk about the historic environment.

1.1 Purpose and Objectives

The document intends to guide individuals and organisations who wish to develop proposals affecting the historic built environment. It advises on the steps to follow to find a balance between preservation and change.

To reach that balance, the historic elements of the built structure, the site and its setting must first be understood. Both the historic and architectural significance must be assessed and evaluated to allow well-conceived, sensitive and creative proposals to come forward. This is the principle of 'informed conservation'.

The overriding objective of this Supplementary Guidance (SG) is to achieve consistent, high-quality development in the historic environment which ensures that historic significance and character is preserved.

This document should be read in conjunction with the policies of the Local Development Plan [LDP] and other supporting Supplementary Guidance [SG] in particular those which include general criteria for development proposals.

Over-arching policies of the LDP, OP1 and OP2 and Historic Environment policies

HE1 to HE8 set out general and subject specific considerations for the historic built environment.

SGs of particular relevance are:

'Design Quality of New Development', where general design processes and principles are set out;

'Conversion of Traditional Agricultural Properties', which promotes the use of informed conservation principles; and

Conservation Area Character Appraisals and Management Plans, for individual conservation areas, where they are relevant to the proposed development.

Key principles

The SG sets out six key principles which stem from the historic environment policies of the LDP. They focus on the issues that need the most careful consideration to ensuring that an informed conservation approach is followed for development proposals affecting the historic built environment.

The advice the SG provides is practical and will help owners to look after the historic buildings in their care. It includes information about energy efficiency improvements and climate change adaptation methods suitable for historic buildings, which will avoid long term detriment to their fabric and significance.

The SG provides guidance on the range of information that is available and where it may be sourced so that application proposals are supported by the background information that is needed to make decisions.

1.2 Policy Context

As local policy follows national policy, the SG helps the reader meet the requirements of both.

1.2.1 National Policy

Scotland's National Planning Framework 3 [NPF3] 2014 and Scottish Planning Policy [SPP] 2014 recognises the important contribution cultural heritage makes to economy, identity and quality of life and the role the planning system should play in maintaining and enhancing historic places. Encouraging preservation of the character and enhancement of historic places can help meet Scotland's goal of success and sustainability by 'Valuing the Historic Environment'.

The most recent relevant Scottish policy is the **Historic Environment Policy for Scotland**, (HEPS) published May 2019. It aims to deliver the vision of Our Place in Time, 2014 which is the high-level 10-year framework and strategy, for Scotland's historic environment.

'Our Place in Time', the Scottish Government's Historic Environment Strategy, 2014 (OPIT), describes the historic environment as:

"...the physical evidence for human activity that connects people with place, linked with the associations we can see, feel and understand. ..."

It expects Local Development Plans to include policies

"...to promote the care and protection of the designated and non-designated historic environment..."

"...to enable positive change in the historic environment which is informed by a clear understanding of the importance of the heritage asset affected..." [SPP,2014 para 137]; and

to find future uses for historic buildings which protect special characteristics and keep adverse impacts to fabric and setting to a minimum.

The historic environment is a valued backdrop to people's lives, enhancing quality of life and wellbeing by linking people with their past.

Historic features

- identify places;
- link people and events with places;
- bring communities together.

Historic places bring economic benefit

- by attracting tourism;
- by providing work for businesses with conservation skills.

The historic environment is a resource for learning.

The historic environment presents a positive image of Scotland.

Summarised from 'Our Place in Time' the Historic Environment Strategy for Scotland, 2014

1.2.2 Regional Policy

Dumfries and Galloway's Local Development Plan reflects national policy in both its over-arching and historic environment policies.

The region has a large number of designated historic assets as set out in the table above, some of which are of national importance.

Inclusion in the HES Inventory of Historic Battlefields in Scotland has given national recognition to one site.

The Historic Environment Record (HER) records Listed Buildings, Scheduled Monuments and more than 20,000 additional sites, structures and finds records. Many are buildings, in various states of repair. All HER entries are of interest to the historic background of the region and may exhibit unique features or

characteristics. Together they make Dumfries and Galloway unique. The HER changes as new information is uncovered and considered by the designating and recording bodies.

Local Development Plan Policies to which this SG is linked

Over-arching Policies (OP)

OP1 Development Considerations:
(b) Historic Environment

OP2 Design Quality and Placemaking

Historic Environment Policies (HE)

HE1 Listed Buildings

HE2 Conservation Areas

HE3 Archaeology

HE4 Archaeologically Sensitive Areas

HE5 Hadrian's Wall

HE6 Gardens and Designed Landscapes

HE7 Historic Battlefields

HE8 Enabling Development

The full text of the historic environment policies is included at Appendix 1.

Policy HE5 specifically deals with Hadrian's Wall, the UNESCO World Heritage Site, which is close to the boundary of Dumfries & Galloway region, where development in the region could impact on its setting.

These policies are supported by area and subject based Supplementary Guidance, including this document, which should be referred to as they are each a material consideration for the determination of planning applications.

The diagram on the following page shows the current hierarchy of policies.

1.3 Regional Context

Dumfries and Galloway region includes hills and valleys of the Southern Uplands and a long, varied coastline. 500 million years ago, movement in the earth's crust and volcanic activity formed the underlying geology. The landform was further refined during several ice ages. There are many valleys and plains with burns and rivers flowing towards rocky coastal inlets and sandy estuaries.

People lived where the topography offered advantages and the land provided opportunities for food and shelter. Generations of people changed how the landscape looked by felling trees for fuel or shelter and constructing things with stone. The result is a great range of historic places and structures some of which are isolated in the landscape and others within or close to existing or former settlements or along transport routes.

D&G	Historic	Environment
Designations		
Listed Buildings		3449
Category A: 6.3%, B: 53%, C: 40.7%		
Conservation Areas		36
Scheduled Monuments		1045
Archaeologically Sensitive Areas		32
Inventory Gardens/Landscapes		20
Non-Inventory Gardens/Landscapes		108
Historic Battlefields		1

There are a number of valued late 19th and early 20th century structures built from steel, concrete, glass and brick including industrial and military buildings and civil engineering structures.

Policy Context for the Historic Environment

National Planning Framework (NPF3) 2014

Scottish Planning Policy (SPP) 2014

Historic Environment Strategy for Scotland: 'Our Place in Time' (OPIT) 2014

Historic Environment Policy for Scotland (HEPS), 2019

NATIONAL POLICY

Historic Environment Scotland's Guidance on Conservation Areas, 2019

Historic Environment Scotland's Guidance on Listed Building Consent, 2019

Creating Places, 2013

Designing Streets, 2010

Planning and Archaeology: PAN 2/2011: Conservation Area Management, Planning Advice Note 71, 2004

NATIONAL POLICY GUIDANCE

Dumfries and Galloway Climate Change Emergency Declaration, July 2019

Dumfries and Galloway Local Development Plan Overarching Policies OP1 and OP2

Historic Environment Policies HE1, HE2, HE3, HE4, HE5, HE6, HE7 and HE8

Supplementary Guidance to the LDP

Historic Built Environment

Design Quality of New Development

Conversion of Traditional Agricultural Properties

Alterations and Extensions to Dwellings

Conservation Area Character Appraisals & Management Plans

LOCAL POLICY



Neolithic - Cairnholy chambered tombs



“The past is not dead it is living in us, and will be alive in the future which we are now helping to make”.

William Morris
(A founder member of the Society for the Protection of Ancient Buildings)

circa 1150s - Whithorn Priory



1930s - Tongland hydroelectric power station

Historic sites and structures of all ages are respected and valued and contribute to local identity due to the variety of traditional and other techniques, and materials, architectural styles and details people of the past have used.

Many occupied buildings are located in historic settlements but there is evidence of other early settlements through the region’s archaeology. Historic structures across the region showcase enduring building skills and the use of materials which disclose local geology.

Although much of the historic environment is recognised through statutory designation or inclusion on national inventories, the undesignated elements make an important contribution to the archaeology and cultural records of the region; the character and history of settlements and designed spaces; and traditional and innovative building methods.

New development and adaptation of historic buildings for modern needs must be accommodated sensitively to keep their character.

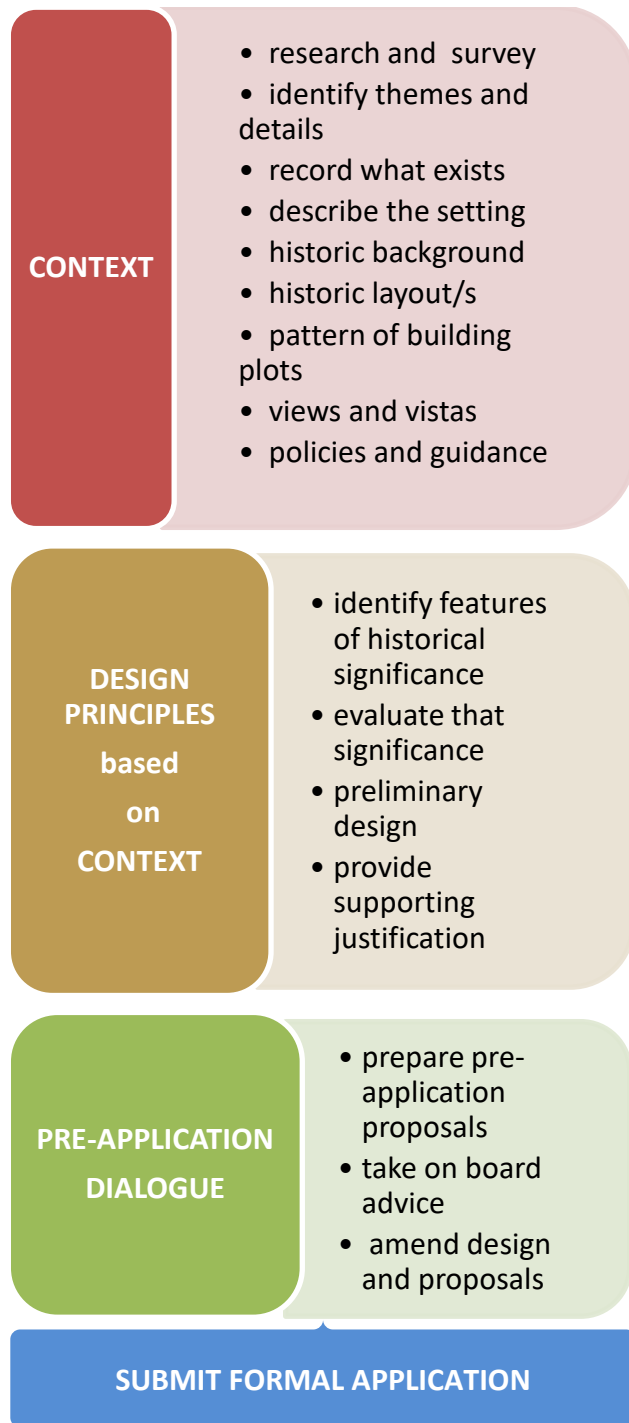
The historic built environment supports local food outlets and leisure activities by attracting people to visit and stay in the region and generates regular work for local trades.

Insensitive incremental change erodes historic character and as our generation’s stewardship of the region’s historic built environment is relatively short, we must care for it responsibly so we may hand it on, undamaged.

1.4 Using the Guidance

Design in the historic built environment requires a logical sequence of stages. Following the process will help identify potentially competing design issues and assist decision makers by showing that proposals have been properly considered and are well-informed and appropriate.

A sequence for designing proposals which will affect the historic environment



The sequence above is a process advocating the gathering of information necessary to understand the value of a building, structure or place and to identify all its important features and character. It will help determine elements and themes

of more important than others and lead to better informed designs.

Dumfries and Galloway Council will follow the principles within this guidance for all project sizes and proposals affecting the historic built environment, over which they have influence. In order to preserve and enhance the special and varied historic character of the region.

The guidance suggests a number of resources that developers can use as part of the process of drawing up preliminary proposals. They have information about historical and physical context of places, settings, buildings and components.

The guidance considers many elements of the region's historic environment which should be understood by developers, owners and agents before proposals are put together.

1.5 Designing Development in Historic Places

All proposals for development or change should demonstrate how they comply with policy, where a proposal will impact on the historic environment.

1.5.1 Accommodating the historic environment in development

The Vision and Over-arching Policies of the LDP emphasise that the historic environment does not exist in isolation from other planning matters, therefore it should be considered in conjunction with the full range of subject and spatial policies within the adopted LDP and supporting supplementary guidance.

New Development affecting designated historic assets: Listed Buildings and Conservation Areas

Development affecting the architectural or historic interest or setting of a Listed Building should set out to retain

historically significant fabric and features unless there is an over-riding justification for their permanent loss.

Extensions and new buildings in historic places, such as conservation areas and sites included in the national inventories, will be expected to be of appropriate shape, scale, massing and footprint. The details and materials should relate well to the existing location through copy or contrast.

Should exceptions be made in respect of the location of new development in order to financially support the restoration of a historic structure or place, using policy HE8:Enabling Development, the design principles within supplementary guidance will still apply.

New development affecting other historic assets

Not all historic assets are obvious but there are many resources available to help identify the potential for historic assets to be present. The design of proposals can take proper account of the historic environment in a number of ways.

Archaeology

In some parts of Dumfries and Galloway the archaeological interest is not confined to a particular site but extends over large areas, as identified in the LDP and the Archaeologically Sensitive Areas (ASAs) Technical Paper: published on the Council's website: [ASA archaeology Technical Paper](#) where information and contacts in respect of these local designations can be found.

Where there is a record of historic activity on a site or close to it, there is a likelihood that digging into the ground to provide foundations or services for new development will reveal items of

archaeological interest. Small and large artefacts may contribute to the body of knowledge on human customs and culture from an earlier time.

In some situations, archaeological monitoring during development will be all that is required but in others a fuller exploration or recording of what is there may be essential. Early on, when planning a development proposal, the specialist knowledge of the Council's appointed archaeologist should be sought.

Undesignated historic assets



Heathhall School Pillbox



Former plane hangar at Heathhall



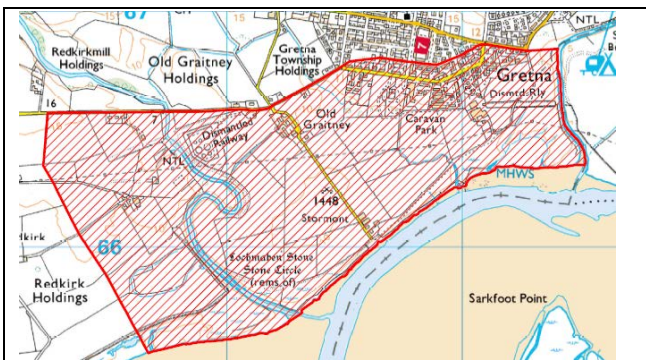
Traditional steading building

Not all sites have formal designations but many of the region's sites of historic interest are known and included in the Historic Environment Record. It is helpful for developers to know when structures have links to people, events and industries that played an important part in the region's history.



Items of historical interest may include boundaries, railings and gates which are unique or characteristic of the local area such as these railings above a stone wall in Whithorn

A well-researched, thorough approach will produce proposals which are readily assessed and understood by decision makers. It is also more likely that they will conserve or restore historic character and fabric in the most appropriate way.



The site of the Battle of Sark: the exact extent of the battlefield should be confirmed with the Council's appointed Archaeologist

Historic Battlefields

Development should seek to protect, conserve and enhance Inventory Historic Battlefields by retaining key landscape characteristics, features and special qualities. HES series of publications 'Managing Change in the Historic Environment' includes guidance for Historic Battlefields: [HES Battlefields](#)

Early consultation with the Council and HES are essential to minimise adverse impact from development proposals.

1.5.2 Recording and Salvage

Where any archaeology or part of the original fabric of historic buildings will be altered, hidden or removed, appropriate recording of what exists should be carried out before work commences. [Appendix 2 has details of recording methodologies]

If historic architectural features or artefacts connected to the use of the building may not be kept on site, for display or re-use, suitable arrangements for salvage should be agreed.

Demolition

In most cases demolition of historic buildings is considered to be a last resort and it is important to demonstrate that a range of other options has been fully explored. Proposals for, or which include, the demolition of a Listed Building or an unlisted Building within a conservation area require permission. For consent to be granted proposals must meet the criteria set out in Historic Environment Policy for Scotland (HEPS) 2019 and the Historic Environment Scotland (HES) publication 'Guidance on the Principles of Listed Building Consent' and 'Guidance on Conservation Areas'. These each include detailed requirements and guidance to follow if demolition is being considered.

When preliminary proposals have been produced following a design process pre-application engagement with the Council is advisable.

1.6 The Importance of Context.

The historic built environment is managed best when the essential character and key elements of a place are understood by both the developer and the decision maker.



Location, History and Development

Where is the site, what surrounds it, what is on it?
What is significant about its history - people, events, building types?
Are there historic links with nearby sites?



Setting, Landscape and Views

What landscape/townscape features are nearby?
Is the site seen from near or far; would development change an important view?
Is the site seen as part of a landscape feature or within a group of buildings?



Pattern and Form of Streets and Spaces

Is there a clear settlement pattern or layout of streets, roads or boundaries?
How well will the proposal fit in?
Will vehicle access or circulation affect existing character?



Architectural Matters

Will the proposed building/s, extension or alteration relate well to existing?
Does the design respond to identified historic constraints? Could it be modified?
How will materials be used: contrast or copy?

Context: the elements and issues to be considered when putting together design proposals are summarised above.

By following a logical design process, the developer may evaluate the impact of a proposal. Sharing the information will also help the decision maker reach a conclusion.

The first part of that process: Context should include a range of matters relevant

to the site. There are some issues which apply to all projects, although they may vary in significance between sites. The issues to be considered may also overlap.

The diagram provides prompts to decide what should be included, summarised as:

- Location, History and Development
- Setting Landscape and Views
- Pattern and Form of Streets and Spaces
- Architectural Matters

1.7 Resources for Research

There are many sources of information available free of charge, allowing both basic and detailed research into the historic built environment to support proposals for change.

Pages 12 & 13 include links to resources potentially helpful for many situations and projects. Owners and applicants should demonstrate the use of such resources before beginning the design process to gather relevant information.

2 PRINCIPLES FOR DEVELOPMENT IN THE HISTORIC ENVIRONMENT

Designing change in the historic environment requires an understanding of the historic asset, its setting, and its significance.

Adaptation of historic buildings requires acceptance that standard modern approaches to layout, use of materials or techniques may not be appropriate.

To preserve the fabric of a historic structure and character of a place, new design should combine tried and tested methods, restraint and innovation.

Development Management Procedures set out what information is required with an

application but encourages applicants to go beyond the minimum requirements and anticipate what documents will support an application.

2.1 Designations

2.1.1 Listed Buildings

Listed Buildings have statutory protection from internal and external alteration or demolition without Listed Building Consent (LBC).

Change which may seem minimal has potential for irreversible impact on historic fabric and character, such as stone painting, stone cleaning or window and door replacement.

All applications for LBC should include drawings and written information which have enough detail to explain what the full impact of the proposal will be.

Planning policy supports proposals that make effective, sustainable use of Listed Buildings when character, appearance and setting are respected and significant features or fabric will not be lost.

The Listed Building Consent (LBC) application process ensures that the effect of proposals for change to a historic structure and its setting is appropriate and will not result in unnecessary loss or long or short-term damage.

Where original fabric or design may be lost through alteration or demolition the details should be appropriately recorded beforehand. (See Appendix 2)

Useful sources of information and guidance to inform development proposals and design.

Dumfries and Galloway Supplementary Guidance, Technical Papers and Planning Guidance in support of the policies of Local Development Plan 2 adopted October 2019 <https://www.dumgal.gov.uk/ldp2>

- ~ Design Quality and Placemaking
- ~ Conversion of Traditional Buildings
- ~ Archaeologically Sensitive Areas
- ~ Conservation Area Character Appraisals or Appraisals with Management Plans for individual conservation areas
- ~ A number of village design statements
- ~ Emerging supplementary guidance regarding carbon emission reduction

Conservation Accredited Professional Services

The Royal Incorporation of Architects in Scotland [RIAS] has a register of conservation accredited architects. <https://www.rias.org.uk/for-the-public/conservation>

The Royal Institute of Chartered Surveyors [RICS] holds a register of conservation accredited members. <https://www.rics.org/uk/surveying-profession/career-progression/accreditations/building-conservation-accreditation/>

The Conservation Accreditation Register for Engineers (CARE) is administered by the Institute of Civil Engineers: <https://www.istructe.org/about-us/organisation-structure/subsidiary-organisations/conservation-accreditation-register-for-engineers>

National Heritage Training Group includes links to heritage and conservation registers and directories for trades and professionals with skills and knowledge of traditional materials and techniques

<https://www.the-nhtg.org.uk/resources/heritage-directory/>

Historic Environment Scotland (HES) – Designations pages and Past Map on the HES website may be used to find where there are sites with statutory designations

<https://www.historicenvironment.scot/advice-and-support/listing-scheduling-and-designations/>

<https://www.historicenvironment.scot/archives-and-research/archives-and-collections/pastmap/>

HES – Archives, Research and Advice – collection of work to help understand Scotland's heritage and help manage change within it

<https://www.historicenvironment.scot/advice-and-support/planning-and-guidance/legislation-and-guidance/managing-change-in-the-historic-environment-guidance-notes/>

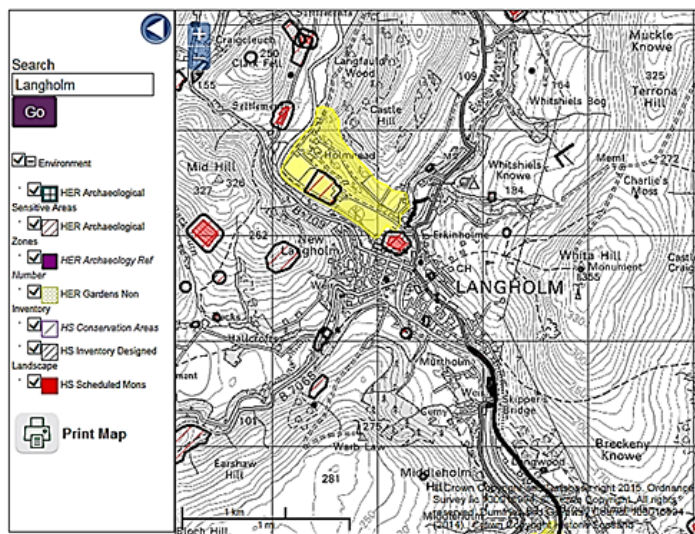
<https://www.historicenvironment.scot/media/5118/advisory-standards-repair.pdf>

National Library of Scotland – holds an extensive online collection which includes historic maps, a resource which can be accessed free, for research and other purposes under the Creative Commons Licence: <https://maps.nls.uk/>

CANMORE – <https://canmore.org.uk/> - a national archive resource managed by HES. Formerly known as RCAHMS, Canmore has information and visual material collected from survey and recording work.

Dumfries and Galloway Council – Historic Environment Viewer

<http://www.dumgal.gov.uk/article/15631/Historic-Environment-Viewer>



The D&G Historic Environment Viewer is an interactive map on the website where the location of recorded features of historic interest in the region can be found.

The content is updated periodically when there is new information to add. Briefly contacting the Borough Archaeologist or cross referencing with other resources can confirm any recent changes.

Dictionary of Scottish Architects 1660 – 1980 is an online resource with biographical information and lists of works of all architects known to have been active in Scotland: www.scottisharchitects.org.uk

HES – The Engine Shed

'The Engine Shed', Stirling has a dedicated research and education facility. Traditional building skills, learning resources and conservation research and training is available for both general public and professionals. It also hosts the information and guidance leaflets from HES - <https://www.engineshed.org/>



Examples of the range of online publications from The Engine Shed:

- information and research on subjects relating to Scottish building types and techniques;
- how to approach change;
- conserving features, materials and artefacts;
- upgrading buildings/structures to meet today's challenges.

Publications are updated periodically and new guidance is added.

Historic England – a range of publications and leaflets which may provide technical guidance and advice on looking after parts of the historic built environment throughout the UK. <https://historicengland.org.uk/advice/>

Society for the Protection of Ancient Buildings – technical advice

<https://www.spab.org.uk/advice/technical-q-as/>

Association of Local Government Archaeological Officers: Scotland – 'Historic Building Recording Guidance for Curators, Consultants and Contractors, 2013'

https://www.algao.org.uk/sites/default/files/documents/ALGAO_Scotland_Buildings_Guidance_2013.pdf

2.1.2 Scheduled Monuments

Historic Environment Scotland (HES) manages a list of nationally important monuments with statutory protection. Consent from HES is required for actions affecting a scheduled monument. Guidance is found on HES web pages: <https://www.historicenvironment.scot/advice-and-support/applying-for-consents/scheduled-monument-consent/>

2.1.3 Conservation Areas

Conservation Areas are a legal designation made by the Council. External changes to buildings and spaces in conservation areas require Planning Permission and most demolition requires Conservation Area Consent.

New development should preserve or enhance the character of a conservation area. Where a building or space makes a positive contribution to character, new design in that space or alterations to that building should demonstrate how they will affect the building, the space and the character of the wider surroundings. This does not mean that all new design should replicate existing buildings but it requires that the general character of the buildings in the vicinity is respected. This may be as simple as repeating heights and building lines in the design but sometimes particular features, materials and details will need to be incorporated to preserve character.

2.1.4 Historic Battlefields

In Scotland, Historic Environment Scotland holds and manages an Inventory of Historic Battlefields. The Inventory of Historic Battlefields identifies nationally important battlefields and provides information to aid their understanding, protection and sustainable management through the planning system. The effect of proposed

development on inventory battlefields is a material consideration in determining a planning application and planning authorities must consult HES before determining a planning application which may affect a historic battlefield (other than householder development). General advice on historic battlefields is provided by HES at the following link.

<https://www.historicenvironment.scot/archives-and-research/publications/publication/?publicationId=c59262de-b652-4e68-b88d-a5fe008ff1c8>

2.1.5 Gardens and Designed Landscapes

HES holds an Inventory of Designed Gardens and Landscapes. The Council also has a list of Gardens and Designed Landscapes which are of regional historic and landscape interest, put together with The Gardens Trust and Scottish Natural Heritage.

HES are consulted when planning applications or other consents are submitted affecting Inventory Designed Gardens/Landscapes to advise the Council regarding the impact of the proposal. Policy HE6 of LDP2 supports proposals that protect or enhance significant features of inventory and non-inventory gardens/created landscapes.

General advice for owners is provided by HES at the following web address.

<https://www.historicenvironment.scot/advice-and-support/listing-scheduling-and-designations/gardens-and-designed-landscapes/what-is-the-inventory-of-gardens-and-designed-landscapes/>

2.2 Designing change: the key principles

A number of key principles should be applied when developing proposals within the historic built environment, summarised in the table on p.16.

2.2.1 Re-use of traditional buildings and structures

Key principle: Re-use of historic buildings or structures will be supported where plans and supplementary documentation demonstrate that historic significance will be preserved.

Listed Buildings or structures within a conservation area or a designed landscape need a viable use to remove the risk of falling into disrepair. Therefore, finding a use for historic assets is the best way of preventing their loss.

Historic structures and spaces have the potential to create inspiring locations for work, leisure or living and re-use or adaptation of historic buildings reduces the need for new development in sensitive historic areas.

Successful adaptation includes keeping historic character and significant original building fabric. There are many challenging details to consider. The most effective use of internal space needs a mix of inventive, unconventional design alongside conventional ideas. Internal layout affects where external alterations are needed so designs should consider this early in the process, and how to meet Building Standards, so that a range of possible alternatives may be explored.

Outside spaces are part of the character, setting and historic significance of a building therefore the way those spaces

are adapted should be carefully considered.

2.2.2 Layout, scale and massing

Key principle: Proposals will be supported where it is demonstrated that they will retain or reinforce the established layout, scale and massing of the historic built environment.

Layout

Towns, settlements and rural building groups often have established historic layouts. There may be a clear structure and hierarchy of burgages or other defined sites. Some settlements were planned and others grew organically. The streets and spaces within a historic settlement can have common shapes, plot sizes and strong building lines.

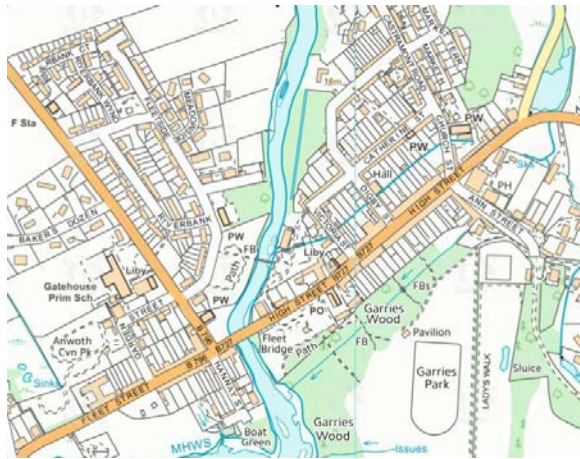
The core historic layout is an important part of character even where more recent development has partially diluted it. Designs for new development, on sites within or adjacent to a conservation area, should set out to reinforce the historic character.

Occasionally there may not be a clear established layout to follow, such as undeveloped sites close to a historic building. The preferred designs will be based on historic models appropriate to the main historic feature. For example, a courtyard of buildings may reflect former stables often associated with a large house.

Summary Table of Key Principles	
Re-use of Traditional Buildings and Structures	Re-use of historic buildings or structures will be supported where plans and supplementary documentation demonstrate that historic significance will be preserved.
Layout, Scale and Massing	Proposals will be supported where they demonstrate that they will retain or reinforce the established layout, scale and massing of the historic built environment.
Views, Landmarks and Setting	Proposals will be supported where they complement or preserve the setting of historic buildings and established views to and from landscapes or landmarks; this may include the creation of appropriate new views and vistas.
Architectural Features and Details	Proposals for new development in historic areas or for alterations or extensions to historic buildings will be supported where they demonstrate conservation of the significant architectural details and features of the building, group or place.
Materials	Proposals for the use of new materials or the treatment of existing will be supported where it is demonstrated that there will be no significant long term detriment to the existing fabric and character of the building or place.
Climate Change Resilience and Energy Efficiency	Proposals for the adaptation of buildings to improve resilience to climate change and to reduce energy use will be supported where those proposals consider the whole building and the long term impact on original fabric and historic significance.



Gatehouse of Fleet – 1st edition OS, surveyed 1849-50: 18th century planned core by James Murray of Cally Estate



Gatehouse with different peripheral 20th century development layout added

There may also be situations where innovative layout would complement an established pattern.

Scale and massing

Historic buildings have characteristic scale which is linked with their original purpose, social hierarchy or the architectural fashion of their time.

The scale of domestic buildings relates to heights of adults thus 18th and 19th century cottages may be lower than 20th century equivalents. Window and door heights reflect human scales too. However, the greater the social

standing of residents the more likelihood of large houses on large plots.

Into the early 1900s, commercial and civic buildings were often built to a grand scale, using designs which were more than functional. They are often taller and wider with more decorative elements including entrances and friezes.



Early 20th century commercial building in Whithorn, which differs from its neighbours due to use of ashlar sandstone and classical details

The open aspect of a parkland setting can accommodate large, set-piece, buildings. Estate houses were commonly designed to show wealth and provide grand living and entertaining spaces. The massing of large buildings may be relieved by symmetrical wings or changes in the building line with parts of the building being at a lower height.



Rammerscales: a square footprint, 3½ storey house in open countryside



Spaces between traditional farm buildings relate to their original function and have historic significance



Divided buildings have less bulky appearance



Open courtyards and ranges of outbuildings with an H or L-shaped footprint also break up the bulk of the buildings. Many of the settlements of the region have unbroken linear groups

of buildings in terraces. The massing of a continuous roof may be broken up by raised building elements. In other linear groups the roofline may be linked by lower parts or separated by closes.



Lakeview Terrace, Powfoot - a continuous brick façade with string course and cornice; regular bay windows and chimneys and front facing gable 'end stops'.



Dwellings with regular, shared features in Parton Village



Dwellings with common but varied features in Dalton Village conservation area

Repeated features draw the eye along a group but the position of chimneys, dormers or skew stones allow individual properties to be picked out.

Across the region in parts of settlements many houses are single or one and a half storeys high which may be an important aspect of the local historic character.

In larger towns some buildings are three storeys high, occasionally with taller elements, particularly in the historic commercial areas. Development which continues the pattern of heights is more likely to preserve historic character.

Although new development needs to take account of the existing scale and height it may not always need to copy it, if clear breaks or careful links are created in the design.

Where scale and massing has already been altered by development and continuing similar change would further diminish the original historic character, new development should set out to enhance and re-establish the historic character.

However, contrasting design which does not compete with or overwhelm historic character may sometimes be acceptable.

2.2.3 Views, Landmarks and Setting

Key Principle: Proposals will be supported where they complement or preserve the setting of historic buildings and established views to and from landscapes or landmarks; this may include the creation of appropriate new views and vistas.

The setting of historic buildings is a broad term which in urban locations includes nearby buildings, spaces and the composition of the street. In rural situations it includes the landscape and related minor buildings even if not adjacent to the site: e.g. lodges and steadings.

Views to and from buildings, both planned and accidental, are part of established historic character. Their significance to the historic built environment varies. Views may be directed towards particular landmarks or take in wide vistas, each being significant to historic character. Spaces between buildings in a group or the shape of buildings may also channel an important view.

Trees within a historic setting cannot easily be replaced with those of the same scale and impact due to the length of time they take to grow. The loss of trees should be avoided or carefully considered.

New development may present an opportunity to create or restore views and relationships between buildings and with careful siting and design, new interest may be added to the historic environment without detriment to character.

2.2.4 Traditional Architectural Features and Details

Key principle: Proposals for new development in historic areas or for alterations or extensions to historic buildings will be supported where they demonstrate conservation of the significant architectural details and features of the building, group or place.

A building's architectural detailing, traditional features, construction techniques and materials may be unique or repeated and common to a building group, a street or a settlement.

External details are often part of a whole design so where one element is changed it may affect the character of the whole building or a group of buildings.

Variation in detail across the region depends on the type of building or group, whether vernacular or designed; its original purpose; when it was built; particular local techniques and skills; and whether local or imported materials were used.

Original doors, windows, shop fronts and embellishments showcase materials and techniques which were improving the living standards of their time. Retaining these features preserves historic significance and character of a building or a whole row, even if the use has changed.

Most historic features have a useful purpose: skew stones protect slates at the roof edge from lifting in strong winds, chimneys have flues for open fires and ventilate the interior. Many features are also decorative and provide roof-line interest.

Unusual details of historic interest may be discovered during surveys or building works when their historic significance should be assessed and they should either be retained and restored or carefully recorded.

Proposals for development or alteration should demonstrate how they preserve, restore or replicate the historically significant details and building

techniques where they contribute to historic character.



Rankine Place, Kirkcudbright (above)

George Street, Whithorn (below)



Simple, repeated, rhythmic design in Dalswinton Village Conservation Area

2.2.5 Materials

Key principle: Proposals for the use of new materials or the treatment of existing will be supported where it is demonstrated that there will be no significant long term detriment to the existing fabric and character of the building or place.

Traditional buildings of Dumfries and Galloway are built from local stone: red or pink sandstone, granite or greywacke (whinstone). Most traditional building stones can be obtained in Scotland, except granite. Stone elevations are lime pointed with some left bare but others are lime painted or lime harled and lime washed.

A few 19th century buildings have painted *stucco* finishes, a form of external plaster, usually lime based, which allows sharp, detailed ornamental features to be created.

There are a number of industrial buildings and engineering structures of historic and architectural interest constructed from brick, concrete and metal.

Roofing material is most commonly slate. Slate is no longer quarried in Scotland but there are limited supplies of reclaimed slate available. However, much of the slate in the region came from the north of England and Wales, where it is still quarried. The character of slate roofs comes from the laying pattern, colour, size and thickness of the slates.

Development should aim to retain all or part of unusual roofing materials and techniques and fully record what may be lost. For example, very few sandstone flag roofs are known to survive in the region.

Local stones are red sandstones such as Locharbriggs and Corncockle stone; paler pink/lilac sandstones, greywacke (whinstone), grey granite and other rubble stones.

Red sandstone is often used to form skewes, chimneys, corner dressings and

the margins of window and door openings.



Granite margins and quoins, Creetown



Stucco elevations, Dumfries



Sandstone margins in Annan

Original, exposed stone and brick should remain unpainted. Power cleaning stone elevations to remove paint or algae should generally be avoided to prevent surface damage.

Where there is a wider benefit from cleaning, there are a number of potential methods which have been demonstrated to be successful with limited damage to the face of some stone types.



Early 20th century reinforced concrete and steel bridge, Kirkcudbright



Early 20th century former car factory, Heathhall, Dumfries

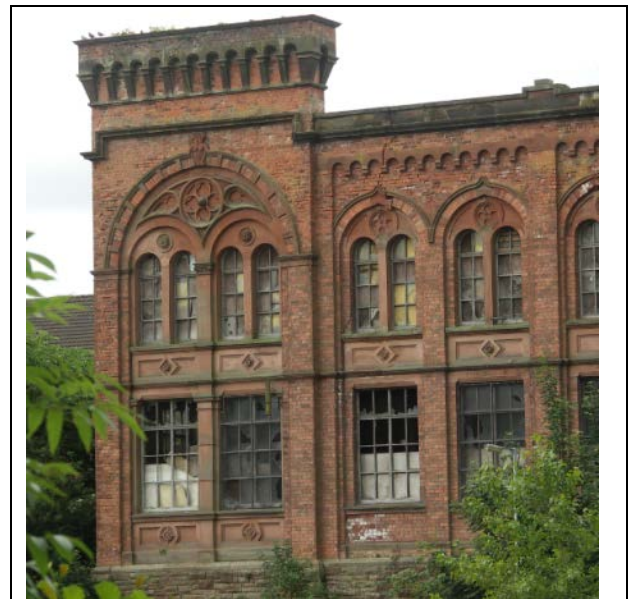
Cable routes and attachments to buildings need to be carefully considered to minimise damage to the masonry and keep water from entering.

Cement based render on masonry should ensure that all small cracks are repaired to prevent trapping moisture.

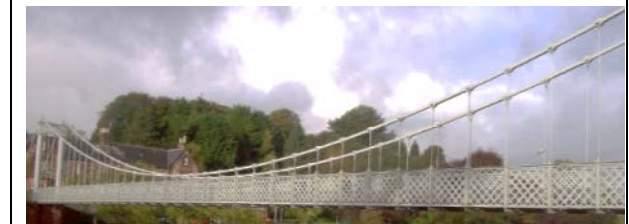
Stone has also been used in the street for edgings, including granite and whinstone, and there is also unusual material such as terracotta edgings used in parts of Sanquhar Conservation Area. These small details contribute to the identity of a place and may be re-used with a little forethought.



Blonde sandstone door margins, Langholm



19th century Rosefield Mill, Dumfries – high Victorian brick and terracotta



19th century suspension bridge, Dumfries

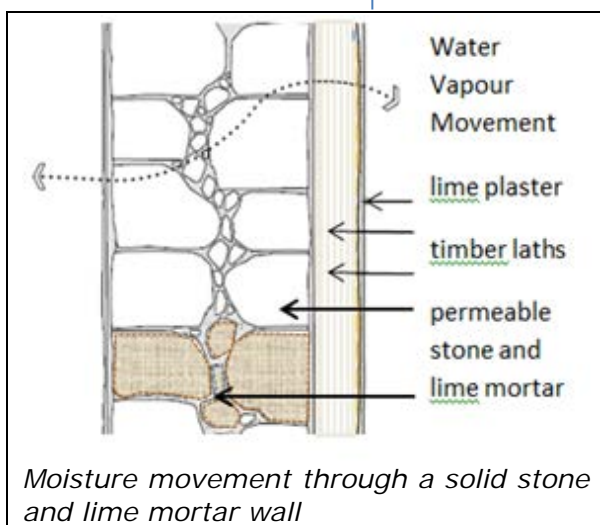
Cast iron is a historic material that has survived many decades and should be repaired and re-used where possible. This includes rain water goods, boundary railings and street features such as gratings and bus shelters.

2.2.6 Climate change resilience and energy efficiency

The most effective and acceptable proposals for historic buildings will consider how to improve the energy performance and climate resilience of the whole building before putting forward adaptations or alterations to individual parts of the building.

Key Principle: Proposals for the adaptation of buildings to improve resilience to climate change and to reduce energy use will be supported where those proposals consider the whole building and the long term impact on original fabric and historic significance.

The method of construction and the way in which building materials function and perform has changed very significantly since the 1920s.



The surface of stone and lime buildings is intended to allow absorption of moisture during rain which then dries

out in the sun and wind. The lime interiors also allow water vapour from living activities inside to be transmitted to the exterior through the lime and stone walls. In addition, many rooms had open chimneys, fires were kept lit and timber floors had underfloor vents. This combination created air movement which carried moisture away from the interior space and structural timbers.

Living standards and technology have changed, along with our expectations of comfort, but the ventilation and vapour permeability of traditional buildings remain very important. Sealing interiors and external walls is not good for the long term survival of the building fabric and a range of methods to improve living conditions should be explored.

Climate change resilience

Changing weather patterns have brought warmer, wetter, winters and heavy, driven rain. Well maintained stone buildings where lime pointing and harling is in good repair can withstand most weather. Some buildings may have become vulnerable to flooding and modern protection measures may be required.

Buildings made from hard brick or block, glass, metal sheet or timber cladding may be more resilient to extreme weather if materials and fixings are kept in good condition.

Architectural details on historic buildings protect roofs from wind damage and direct rain away from the elevations including skew stones, double-nailed slates, angle-cut edge slates, roof overhangs, drip moulds, secret gutters, cast-iron hoppers, downpipes and rhones. Modern

materials and techniques are often a poor substitute. Keeping and restoring these features has the dual benefit of keeping character and function in a building or group.

Carefully detailed adaptation of features may be acceptable as long as the impact on historic character is not significant.

High water tables may pose some risk to historic buildings. Modern damp proof methods commonly do not work well with historic fabric so the best remedial action will be to remove the source of damp; remove hard surfaces beside buildings to improve surface water drainage and create by-pass routes for water.

Proposals which reduce climate change resilience should be avoided.

Energy efficiency

Many energy efficiency measures are not suitable for traditional stone buildings as they reduce the ability of water vapour to move through and evaporate from the masonry, however, permeable insulation can be used successfully as long as the building fabric is also well ventilated.

External Insulation

External insulation on stone and lime buildings will generally interfere with the natural permeability of the fabric with a high risk of damage from moisture build up. There are some exceptions to this.

External cladding is detrimental to the historic character of a building or group, may interfere with significant architectural features, whether the buildings are stone, concrete or brick. Fire performance of cladding should be thoroughly researched.

Replacement of cement render or lime harling with modern insulating lime harling will reduce heat loss and improve resilience to driven rain while retaining original character and an acceptable level of moisture permeability.

Internal Wall Insulation

Conventional internal insulation materials and methods may not be technically suitable for traditional stone, lath and plaster lined buildings.

There is a range of 'open cell' insulation products available, natural or synthetic, which will maintain the intended movement of moisture across solid stone walls. Some may be used with lath and plaster or new permeable wall linings. However, if a building has original animal hair plaster of historical significance it should normally be retained and repaired.

It is worth giving careful thought to the permeability of proposed interior wall coverings.

Wool, hemp board batts, wood wool boards along with particulate materials can be open cell and allow the necessary water vapour movement through stone and lime walls and from roof spaces.



Internal Roof Insulation

In traditional roof spaces 'breathable', natural, fibre insulation (e.g. hemp and

wool) works best. Installation should follow best practice to prevent cold spots which could lead to condensation and mould growth and should include a ventilation pathway to the exterior.

Windows and doors

A significant part of historic character of a building comes from the windows and doors which may be part of the original or early fabric. The quality of materials and detail in pre-war windows and doors is generally better than those mass-manufactured today. Historic timber and metal in windows and doors can be repaired and upgraded using simple interventions.

Glass in windows and doors has character too where it dates from earlier manufacturing techniques. It may be of historic significance and proposals should take account of this. Sometimes a compromise may be found by retaining some of the historic windows and doors rather than seeking to replace them all.

Purpose designed secondary glazing may be an effective, reversible route to reducing heat loss through the windows when original windows and glass should be retained.

Internal shutters

Internal timber shutters are an effective energy efficiency device when in working order and of historic interest. They may also be upgraded. The design detail of replacement single or double glazed timber windows or secondary glazing should allow existing shutters to remain in use. New or existing shutters may in some cases be glazed.

In combination, low-tech solutions, e.g. curtains or blinds, to improve thermal

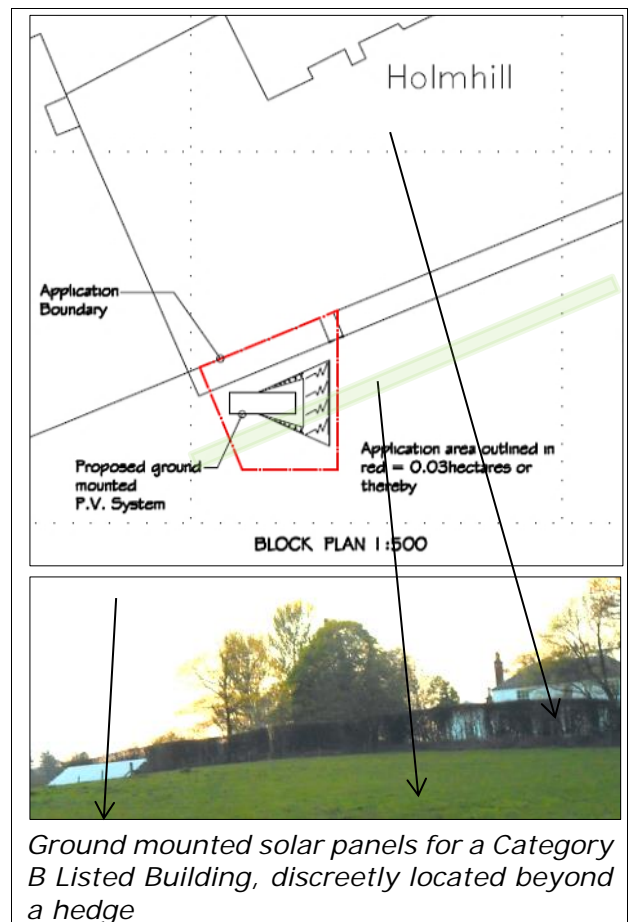
efficiency and comfort levels within historic buildings can be very effective.



Outside and inside a 19th century window – no horns; internal timber shutters

Micro-renewables

Generating renewable energy in the historic built environment may have detrimental impact on the character and significance of individual buildings and places.



Ground mounted solar panels for a Category B Listed Building, discreetly located beyond a hedge

However, less significant parts of a building, outbuildings or discreet external space away from the main elements of historic buildings or places may be suitable for solar panels, biomass boilers or heat exchange equipment. Grounds may also be suitable for geothermal heat pumps. Excavation work should consider the potential for the discovery of archaeology.

3. BASING DEVELOPMENT ON THE KEY PRINCIPLES

Supporting documents which accompany development proposals, such as design, access and heritage statements, give agents and owners the opportunity to set out how they have taken all aspects of the character and significance of the historic built environment into account. They should emphasise how a proposal addresses the policies and key principles of this guidance.

Additional detail follows which may assist with providing the appropriate supporting information.

3.1 Location, History and Development

The features and details of the historic environment tell the story of the region and how people from earlier times have left their mark inside and outside settlements.

Settled people built defensible places such as fortified dwellings, castles and steadings and places for worship or burial. Trees were removed and others planted; quarries, mines, field boundaries and wells were created; and transport infrastructure was made:-

fords, roads, toll bars, bridges, marine structures and railways.

The location of standing historic buildings and other remains demonstrates social hierarchy among the people and the activities that were of greatest importance in that area.

The design of buildings gave owners the opportunity to show their importance by using the most fashionable materials and skills. The less wealthy working people lived in buildings made from readily available local materials. However, people learned the skills and techniques used for the grand houses and adopted and adapted them to include in their own dwellings.

3.2 Adaptation of traditional buildings and structures

Many Listed Buildings have had changes made to them at different times in their history to improve the conditions for the occupants. However, conversion of a building from one use to another was more unusual until the 20th century.

The original design of a building usually expresses its historic function. For example, tall and decorative windows are traditional features of churches or chapels, and with other design features they show it to be a place where people gathered to worship or pray.

Chapels and churches for conversion to new uses, which are Listed, should preserve external and internal character and steading conversions should continue to read as farm buildings, with any farming related details where possible.

When converting buildings from their former use the first approach should be to try to keep the existing spaces and

external features unchanged and adapt the new use to those spaces. If it is not feasible to re-use the space without change to accommodate the new use, then the character of those spaces should be retained as much as possible: heights, widths, shapes and decoration of the building.

It may require that an unconventional approach is taken to the design. The modern trend for open plan living is helpful in this respect. However, proposals will need to meet fire regulations and the building standards, sometimes in innovative ways.

New floors or mezzanines should not compromise the design of existing windows.

To avoid many subdivisions, a carefully designed extension may be a solution to providing smaller rooms.

The design statement accompanying a proposed conversion should include the options that have been explored and why they were rejected.

Accessibility in Listed Buildings

The Equality Act, 2010, requires that There are detailed aspects of accessibility such as lighting, signage, lifts, stair lifts, internal stairs, landings and floor surfaces which will require early discussion to ensure they are sympathetic in their impact on the historic environment. Additional fire escapes and structural support may also be required and reasonable adjustments may be made to allow better or full access for all users of a building or place. There are several ways of achieving this, depending on the impact on historic fabric.

Access requirements should be based on a full assessment of the needs of all potential users; the character and significance of the historic building or area; the range of options for access improvements; and whether alternative arrangements might be created instead.

Removal of a physical barrier to access may be possible but if the change is not acceptable, design to modify the barrier may be an option. Where an acceptable alteration cannot be achieved, an alternative access through a less important element of the building or place can be considered.

Buildings for public use need to comply with access standards to allow people of all abilities to enter and exit safely. It may require altering the principle entrance but where this is not acceptable or practical there may be options to introduce demountable access equipment, a sensitively designed lift or permanent ramps all of which could be removed without damage. The character of a building should be taken into account and should use materials which are sympathetic to the building.

Handrails and barriers along ramps should be designed to complement the building and minimise detriment to appearance and fabric. Railings and handrails of a flimsy or unsympathetic appearance are not acceptable. The method of fixing railings into stone or concrete should be detailed to avoid future decay of either fabric.

There will be instances where public access to a building will be so detrimental to the character of the building by requiring too many physical changes that alternative ways of

providing the service should be considered instead. Further information can be found in the HES publication *Managing Change in the Historic Environment – Accessibility*, 2010 www.historicenvironment.scot



Gracefield Art Gallery - the slope on the tarmac apron was raised to the level of the top step.



Access ramp to National Gallery of Scotland

External alterations

All external alterations can have a significant impact on the character and

historic interest of a building, group of buildings or a place. However, there will be occasions when the proposed re-use of a building which has a history of under-use or vacancy will require significant alterations to allow a permanent use to be accommodated.

Extensions

Where extensions are proposed in the historic built environment it is normally expected that they appear subservient to the host building.

Extension of buildings with a non-domestic character should not use domestic scale design including former churches, steadings, warehouses, commercial buildings and shops, as original historic character would be diminished.

Extensions should usually be smaller than the original building and placed so as not to interfere with the appearance of the principal elevation/s. A lower height and/or a set back from the host building may achieve this. Where there are height differences the practicalities of joining the new to the old should be given careful consideration.

In some places in the historic environment any size of extension or alterations which appears to alter the scale of a building will not be appropriate so it is important to consider alternative and sensitive ways of providing additional space within the existing building envelope before proposing an extension.

Existing outbuildings which could be sensitively incorporated into the main building using a small and discrete link should be considered or a new building could be designed to provide the illusion of a linked outbuilding.

Rain water goods

Rhones and other parts of the rainwater disposal system including hoppers on the exterior of a building can be part of the original character through their position and decoration. Traditionally most rainwater goods were cast iron and occasionally hoppers are very decorative cast iron or lead. It is important to retain as much of the fabric of historic rhones as possible.

The position of new rhones and downpipes should be carefully planned on extensions and new buildings.

Windows and doors

The general presumption will be for the retention of timber, sliding sash-and-case or casements or original metal windows on Listed Buildings where they are historically appropriate. This also applies to original or historic doors. Proposals which seek to change windows and/or doors should provide clear justification for the replacement of each window or door.

Where original windows or doors have been lost previously, replacements should be based on historic drawings or photographs. Otherwise, replacements should be based on copied details from a local building of similar style and period.

If the existing original or historic windows or door cannot be repaired effectively, new windows or new doors should faithfully copy their traditional detail. The same material should be used and the parts and method of installation should be replicated. For windows this should include the profile of the astragals, rails and stiles; linseed putty and other methods of fixing glass; the opening mechanism; the window

linings and paint finish and the re-use of catches and other window furniture where possible.

For doors, the number, proportion and size of the mullions or vertical and horizontal or various cross rails and panels and the shape of mouldings in the door and in the frame or lining should be carefully preserved or replicated.



Dumfries and Galloway Design Award entries. Top: 2016 award winner in the category for work to existing buildings: by Simon Winstanley Architects

Middle: 2019 entry receiving commendation by Hazel Smith Architect

Bottom: 2019 extension by Flockhart Architects

New single or double-glazing will not always be acceptable, but slim double-glazed units in new windows may be acceptable where the joinery closely matches the profile of windows original to the building. New glazed panels in doors may be acceptable where the format of the door is retained.

Replacement windows or doors should avoid shortcuts that result in loss of particular joinery techniques and details such as use of putty or adding window horns when not present in the original, historic window. Doors should not be made with planted mouldings instead of raised and fielded panels.

Replacement sash and case windows should use the existing weighted opening mechanism where possible.

Upgrading of windows being retained and the use of secondary glazing may be a practical option which does not result in the loss of historic fabric and has minimal impact on character.

However, there may be a risk that replacement windows or secondary glazing will prevent original internal timber shutters from opening and closing when other measures should be explored to improve thermal performance.

Historic glass may also be a feature of a building and there are places where it should be retained in all or some of the windows. This also applies to windows above doors and decorative glazing panels within doors.

The loss of original joinery and losing the different qualities and imperfections of historic glass may be detrimental to character and should be carefully considered.

The loss of original window or door fabric and detail requires clear justification for each window or door.



Castle Street, Dumfries is a continuous terrace with a strong design theme: repeated but varied architectural details; tall building turning a corner; window and door openings at the same height with window patterns repeated.

Window or door replacement

In Listed Buildings and in most traditional buildings in conservation areas accurate and detailed measurements of each individual, original or historic window or door and their parts is required so that the detail

is recorded and replacement windows or doors can be manufactured to carefully match. The condition of each window or door should be described, supported by photographic evidence.

HES provide an assessment guide in their technical advice 'Conservation of Timber Sash and Case Windows' Appendix B at the following link:

<https://issuu.com/hspubs/docs/guide-for-practitioners-3---conservation-of-timber/3>

An adapted version of the proforma to assess window condition is found later at Appendix 3.

New window and door openings

The placement of openings in extensions or in infill development should continue the symmetry and balance of the existing or neighbouring principle elevations. It is not always necessary to replicate the window and door openings of the host building. Where high standard contrasting new design is used, modern proportion openings and glazing may be acceptable. However, in other cases the established heights and dimensions of openings on existing host buildings or groups of buildings should be followed.

Internal alterations

Internal alterations may have a detrimental effect on the special historic character and fabric of a Listed Building. Changing design or materials used in any part of a Listed Building or a curtilage building requires Listed Building Consent.

The starting point for alterations to the interior is to identify the significant features and consider how proposed change will ensure that all or most of the historic detail and fabric is retained. Conversions which retain historic

features and detail are usually much more interesting than those where they are no longer visible.



Where changes are required to give a building a new use, the presumption should be to adapt the use to the building as much as possible rather than the other way round.

An example would be using free standing screens to create partially enclosed private areas in an original hall or church as an alternative to full partition walls.

In special cases it may be acceptable to preserve features by enclosing or covering them to preserve them

undamaged. Features to be covered or lost should first be recorded.

With clear justification that alterations would provide over-riding benefit, it may be acceptable to permanently change or remove features once recorded.

Other alterations

Micro-renewable energy technology

Energy conservation measures have been considered earlier in the guidance and should be employed before considering the installation of micro-renewable equipment on a historic building or in a historic place.

The attachment of heat exchangers, wind turbines, solar panels, photo-voltaic panels may have a detrimental impact on the fabric and character of a building, however equipment may be acceptable in discreet locations away from prominent or principal elevations or using out-buildings, sites behind boundary walls or on hidden parts of a roof where the structure is not put under physical stress which may result in damage. Attachments should be capable of being removed at the end of their use without damage to the building.

Ground mounted units may be a solution where Listed Buildings cannot accommodate them anywhere else.

Free-standing turbines should be positioned away from principal views of the main Listed Building or conservation area. On large properties with ancillary buildings, free-standing turbines should be sited among a group of outbuildings where possible.

External utilities equipment

Satellite antennae, aerials, cables, alarms and various pipes all have the potential to be visually intrusive and a conduit for water to enter a building if they are not carefully placed and the work carried out competently.

The impact of external attachments will need to be considered in relation to each of the building's elevations and its setting. Modern services should be grouped and placed where they will cause the least damage to a building. This includes telecommunication equipment, vents, flues, waste water, sewerage, meters, electricity and gas entry points and any other equipment. Sometimes a group of flats in a building may be required to have communal services. Designs should include the detail of services and the work should be carefully supervised. The method of installation of services should not be dismissed as insignificant.

Listed Building Consent may be required for attachments and will normally be supported where they are not visually detrimental to the building.

Interior services

The position of bathrooms should be designed so as to avoid damage or detriment to the integrity of plasterwork, dados and joinery of historic or decorative significance.

Owners and agents need to brief contractors so that they are fully aware how a small intervention into historic fabric can have a long term effect on the building. This includes:

- avoiding use of cement or modern sealants where lime is required;
- preserving the integrity of fire protected routes and channels; and,

- ensuring there are no fine cracks, small holes or cable routes which could allow water to trickle into the fabric.

Building Standards will require that the layout is safe for the use but this should be with minimum detriment to the historic character and fabric. Innovations in fire and heat detection and suppression measures and escape technology should be considered.

It is important to discuss proposals with a Building Standards Officer and reference should be made to the most up to date Building Standards and the guidance from Historic Environment Scotland for Practitioners 6: Conversion of Traditional Buildings

<http://www.scotland.gov.uk/Resource/Doc/217736/0093894.pdf>

If fire safety or access measures cannot be achieved without significant detriment to the building, it may mean that the proposed use or design is not appropriate for the building.

3.3 Appropriate layout, scale and massing.

Urban grain and urban form are terms used to describe the pattern of development and the layout and hierarchy of streets in a settlement.

Settlements

The historic villages and towns of the region may be modest in size or small but some were clearly based on a plan, as seen from old maps. The pattern of each historic settlement is an essential element of its character and should be the basis for planning the layout of new development. Proposals which reinforce the historic layout are likely to be supported.

Wigtown is based on narrow burgage plots fronting a mediaeval market. The buildings on the plots line up with their neighbours. Behind the main street, the back lanes also have buildings. The blocks are divided by narrow lanes and streets have continuous building lines.



Wigtown - 1st edition OS, surveyed 1846-8. Buildings on burgage plots front the market place, demonstrating a strong feudal pattern for the town.

Wigtown market space is a significant part of the layout, a pattern reinforced by later building.

Durisddeer has an unstructured layout beside a former Roman route. There are a small number of buildings loosely centred on a green with a church and Douglas family mausoleum on the northern edge.



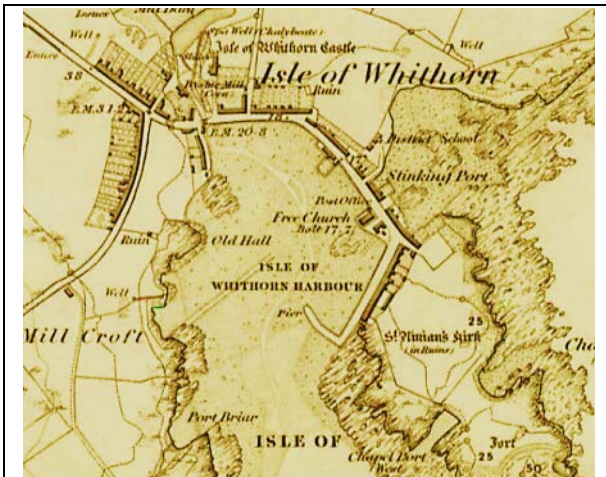
OS 1st edition, surveyed 1856



OS 1st edition surveyed 1848-50

Kirkpatrick Durham is an example of a settlement with linear form which grew along from a road junction.

Isle of Whithorn developed around a sheltered harbour.



Isle of Whithorn – 1st edition OS, surveyed 1849.

New Langholm is the western part of Langholm, developed from the 18th century to house workers for the mills. The mills occupied large blocks and the perimeter streets are lined with terraces.

There was a small civic space included in the original layout. The pattern and layout are important aspects of the historic significance of New Langholm.

Proposals for development in historic places should demonstrate how they reinforce original character through the layout.

Streets, Groups of Buildings and Spaces

How buildings enclose the streets and urban spaces is distinctive and often orderly with the building line along the street making a very important contribution to the pattern of development. In historic areas alternatives to frontage parking may need to be found to preserve the building line.



Extract from National Library of Scotland's copy of John Thompson's Atlas of Scotland, 1832



New Langholm, 1st Edition OS, Langholm surveyed 1857

In a rural setting the grouping and layout of buildings, such as a steading, relates to their historic function and

significance. The size and shape of the spaces between buildings, including gardens, may be a distinctive part of the urban grain and the character of an area. Proposals should take account of those spaces to keep that character.

Insertion of new development and extensions into historic places should take account of the historic urban grain by maintaining established building lines and spaces.



Gatehouse of Fleet Conservation Area: the common forward building line is in both streets; house widths are repeated but not uniform; and roof heights vary in both streets although none are more than 2 storeys. The social hierarchy is legible in the houses within the streets.

Scale, Height and Massing

The scale of historic buildings across the region relates to their function and their setting. In the historic environment the types and sizes of dwellings and commercial buildings allows the social

hierarchy of a place to be read. Heights and widths of a building may be similar to neighbours or one may stand out from those around it by being narrow and tall; central in a group; shaped to turn a corner; or marking the end of a row.

In historic settlements the continuous or varied building heights contribute significantly to character and may be one of its special qualities. The individual taller historic buildings may also be focal points in the street or landmark buildings in the view from further away.

Proposals to change the height of parts of a Listed Building or to introduce new buildings of different height into a historic place will impact on the historic character.

Designs for an extension or new building should explore ways of limiting the massing. Front facing gables, lower heights of some parts or introducing roof line features may be appropriate. However, the position and proportions of the new architectural elements should be designed to work well with existing historic elements. Under-sized or over-sized architectural details will detract from historic character.

Linking existing buildings or adding extensions without increasing massing, requires that parts of the new building are significantly lower in height and/or narrower from front to back. Using glass or other modern contrasting materials can give the appearance of separation between two parts of a building.



A light, low structure linking two buildings

Design for new development may employ a number of methods to maintain the established massing and character of the historic built environment.

3.4 Taking account of views, settings and landmarks

Historic setting is generally accepted to be the way in which the surroundings of a historic place, object or building contributes to how it is experienced, understood and appreciated.

The context for development is wide ranging and includes:

- the siting of buildings/structures within the topography;
- natural and designed landscapes;
- views, vistas and inter-visibility;
- layouts and building lines;
- existing scale, height and form;
- architectural features and local details; and
- associated buildings and boundary features.

The impact of new large structures in the landscape such as pylons, agricultural or industrial sheds,

communications masts and wind turbines, may be far reaching in the historic built environment.

Siting and setting

Isle Castle is a fortified dwelling, close to and overlooking the sea at the southern end of the Machars peninsula where there is a natural harbour. It now lies within a small village.



17th century, or possibly earlier, L-plan tower, Isle Castle, with later alterations (architect unknown)



Late 17th century Drumlanrig Castle, by James Smith reputedly to a design by Robert Mylne, for the Douglas family [Dukes of Buccleuch/Earls of Queensberry].

Drumlanrig Castle stands alone, inland, over-looking the Nith Valley and the Lowther Hills. The original building from the 1500s was remodelled by a series of architects. It also sits within a designed

landscape. The estate has close historic connections with nearby settlements. Although these two buildings are of similar age, they are very different in appearance and scale. The views to and from each are equally important parts of their setting and historic significance.

Views and inter-visibility

There are many built historic structures in the region where their historic purpose is linked with their views and surroundings the significance of which should be considered. Some are ancient remains, others designed by renowned architects and engineers, or simple, vernacular and functional.

3.5 Regional architectural features and materials.

There is a great range of vernacular and designed historic features across the region. They reflect the special local skills and materials that were used and some may be unique to a single building or found only in a small number. These details should be considered carefully before designing development, to reduce the risk of them being permanently lost.

The regular use of similar architectural and vernacular features shared by formal or loosely collected groups of buildings may be key to the character of the group.

New development in the historic built environment may set out to blend in with the existing buildings; create contrast; or introduce a new landmark.

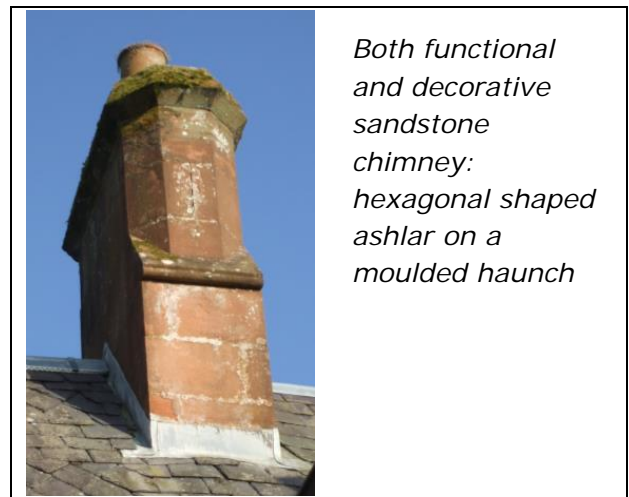
Justification for the proposed approach will require a good understanding of the historic significance of the buildings and surrounding area.

Individual architectural elements of buildings which contribute to historic character, either on a single building or on groups, should be retained, repaired or restored, ideally with a function.

The elements of buildings which contribute to character in the region include the following which is an indicative rather than an exhaustive list:

- chimneys and cans [pots];
- bay windows and dormers;
- shop fronts and shop signs;
- building materials and finishes;
- window and door margins;
- windows and doors;
- skew stones and ridge capping; cornices, corbels and string courses;
- roofing materials: size, colour and pattern of laying;
- clock towers;
- balconies and parapets; and
- decorative plaques and shields.

In rural areas, stoves and open fires are part of the heating provision within a building and a useful inclusion in design from the outset. In towns, gas fires and extraction systems can use existing chimneys. External design of new flues may require masonry chimney to match the proportions and detail of others around it.





Individually designed buildings with some shared characteristics in the Crichton Conservation Area, Dumfries



design in individual buildings and part of the homogeneity of groups.

Sill heights, the proportions of the openings; position relative to distance from each other and from the eaves; and the depth of reveals are key elements of the character of street elevations.

Where the windows to be replaced are not original, in most cases, replacements should use the characteristic style and traditional materials of nearby buildings or buildings of the same architectural type.

Development proposals need to show that they have considered the wide impact of changing openings and window and door joinery and glass.

Where traditional windows are upgraded to improve thermal performance, trickle ventilation needs to be properly considered so that it is not visually intrusive. There are a variety of ways of achieving trickle ventilation which may require an element of skilled joinery. Alternatively, other means of ventilating a room may be acceptable.

There are also metal and unique, leaded paned windows in the region which are difficult to replicate successfully and which should usually be repaired and retained.

Where windows and doors are damaged beyond repair a full detailed recording of the joinery elements should be made. Good copies might be remade from these details at a later date.

Dormers, roof-lights and roof windows
Roof windows are a traditional way of letting light into parts of a building and



Chimneys with thackstones: evidence of earlier thatching

Windows and doors

Changing window and door openings and original joinery and patterns of glazing can have a dramatic impact on the character and appearance of a building or group.

Proportions of traditional openings and their relative positions are an important part of historic character. The openings may be part of balanced or symmetrical

they have been used in different shapes and positions on a whole range of buildings.

Roof lights

Historically, roof lights are found in dwellings and some outbuildings as small single cast iron windows flush with the roof covering, high up on the roof, usually on a rear slope.

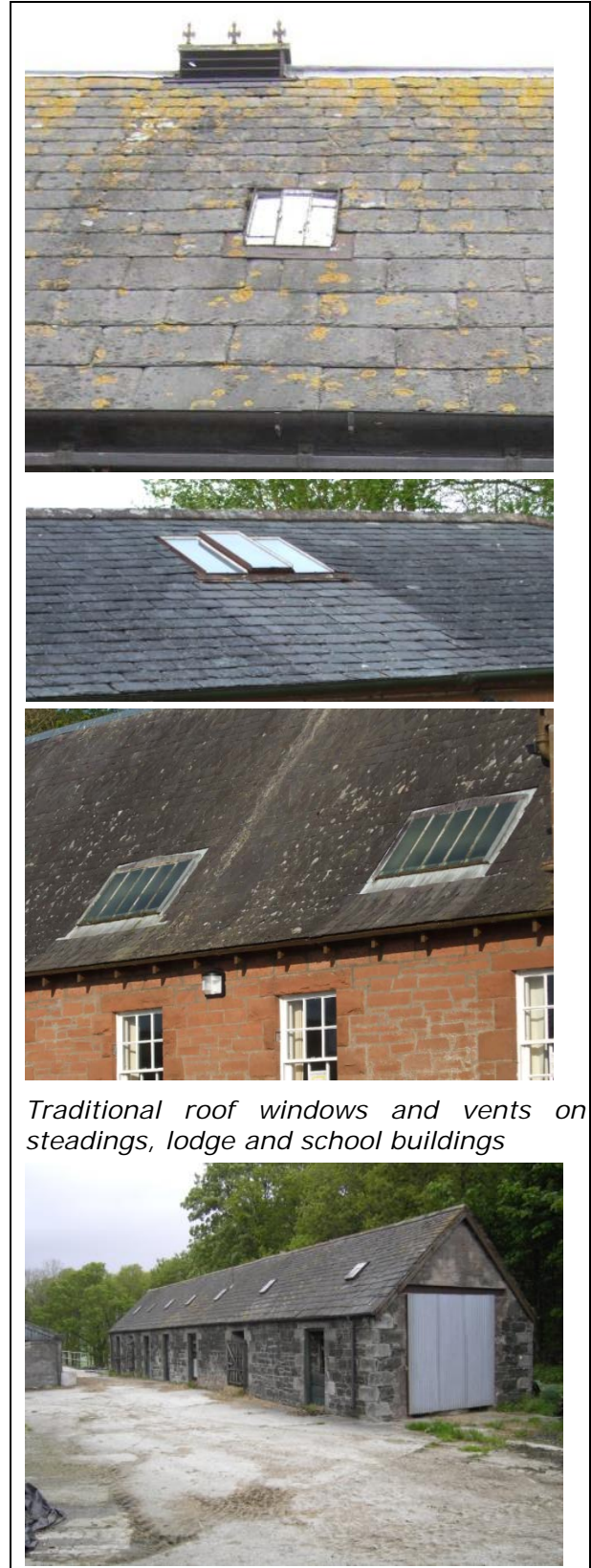
In steadings they can be long, cast iron and sub-divided often near the ridge. The proposed internal layout for the adaptation of a building needs to take account of the historic external appearance and should avoid multiple windows on the roof slopes and allow the roof window shapes, sizes and positions to be based on historic examples where possible.

The original purpose and character of the building will determine the acceptable size, shape and number of roof windows.

There are also a number of discreet, modern ways of getting light into space which may have minimal impact on the character or fabric of a traditional building subject to their detail e.g. sun tubes, pipes and tunnels.

Occasionally a large modern roof window which has a clear purpose and which reduces the need for many other roof-lights would be acceptable.

Roof lights may be fixed closed when they are only for natural lighting purposes or have opening mechanisms for ventilation.





Successful use of a large modern roof-light in an adapted traditional building

Dormers

In order to use the roof space of a building dormer windows have become a feature and there are a wide range of historic styles of in the region on which to base good design.

Intrusive large flat roofed modern box dormers should be avoided on historic buildings as there are no historic examples in the region. Dormers should be proportionate to the building and have the local character of others around them.

Dormers may not be acceptable at all on Listed Buildings and in some conservation areas.

The materials used to construct dormers should be based on what is used locally and may include leaded cheeks, slated hung cheeks, slated or leaded roofs. The ridge treatment and

rhones should be proportionate to the dormer itself. Timber window frames should be used and the style of window should be sliding sash and case or side hung timber casements and carefully detailed.

A modern, well designed dormer will occasionally be acceptable.

Cornices, corbels and string courses
Sandstone buildings in the region or those rarer examples built from brick and terracotta often have intricate decorative features which are unique to the building or typical of the local area including corbels and string courses, drip mouldings. These are features which should be retained and restored where damaged.



Proportionate gabled dormers on stone cottages

In some places the best design solution will be to replicate details, for example if it is a repeated theme in a terrace or other group where a new building or extension is to be added but in other situations, where an extension is subservient to the main building, simplified decorative features will be more appropriate.

3.6 Enabling Development

3.6.1 LDP2 Policy HE8 gives support to proportionate Enabling Development. Enabling development is proposed development which may conflict in some way with other policy in LDP2, in its own right, but will be considered positively if the profit generated by the proposal will facilitate and secure the long term future of a historic asset. With appropriate agreements and conditions, the Council may consider that development for approval.

3.6.2 The conflict with other LDP2 policies places a responsibility on both the developer and the Council to carefully assess whether the public benefit from the restoration of the historic asset outweighs the disbenefit from setting aside other policies.

3.6.3 The design of new development using the Enabling Development policy will be required to be of high quality reflecting the character of its surroundings in compliance with the Over-arching and the Historic Environment policies of LDP2.

3.6.4 The ownership of the new development and the property to be restored are not required to be the same as long as there is a legal entity with joint control of the combined proposal and through which restoration and profit from the enabling

development will remain financially interdependent.

3.6.5 Enabling development is intended to be a once only mechanism to secure the long term survival and use of a historic asset however in some cases it may be linked to the financing of the onward management of the heritage asset in which case there needs to be a clear mechanism or route for that to be secured. An example may be that the rental income from the enabling part of the development is ring-fenced to maintain a building or designed garden.

3.6.6 Applications which look to policy HE8 for support must include sufficient financial information in respect of the total proposed development to demonstrate that the scale of the proposal is justified, in order to meet the policy requirements. The financial information will be exempt from disclosure to the public. However, the applicant should expect that independent financial advice may be sought by the Council to assess the information if there is any need for clarification regarding its content and that the applicant will be expected to bear the reasonable cost of this independent assessment. The findings of the assessment may require adjustment that the proposal is adjusted.

3.6.7 Applicants should expect to have restrictive planning conditions and/or a planning obligation attached to any permission and should therefore be prepared to have access to their own legal services to facilitate this.

3.6.8 The policy sets out a number of criteria to be met.

It is the only means of funding the long term use of the historic asset

The first test is whether the asset could be restored and reused without any enabling development by designing a scheme for adaptation and re-use of the heritage asset which would be supported by other policies of the LDP2. A developer should demonstrate what alternative proposals have been considered before putting together a scheme which includes enabling development.

3.6.9 There should be evidence provided that the historic asset has been marketed at a price which reflects the cost of the works for its restoration and reuse and that sufficient associated land was included when the property was offered for sale. Furthermore, an unrealistic purchase price of the property which did not reflect the restoration or other costs (conservation deficit) would not normally be acceptable as part of the financial argument for enabling development.

3.6.10 Evidence should be provided as part of an application by a developer that all reasonable efforts have been made to secure funding from other sources, including loans.

The proposed location of the enabling development

3.6.11 The location or siting of the enabling development should have a visible or historic connection with the property or place being restored. Examples are that enabling development could be sited on land within the original curtilage or policies (estates) of a large house to fund the restoration of some of the buildings or designed gardens; or enabling

development could be sited close to the property being restored. However, the enabling development must not damage the historic interest or setting of the place it seeks to restore.

Scale of proposed enabling development

3.6.12 The amount of enabling development must be proportionate to the funds needed for the restoration. It should be the minimum necessary to generate the income for the restoration and reuse of the target historic asset. As the profit generated by the enabling development will be used for the restoration work, the costs of both elements must be set out in a business plan and financial projection accompanying the application, in order to allow the viability assessment of the scheme to be assessed.

3.6.13 It is acknowledged that developers will not undertake proposals to simply break-even and that a small profit over and above that required to fund the conservation deficit will be considered favourably. The Council will seek independent financial advice where required at the expense of the applicant.

3.6.14 In exceptional cases where there is uncertainty regarding the timeframe for the restoration work the planning authority may require the use of bonds which would be paid at agreed stages of the development and retained for the use of restoration of the historic asset.

3.6.15 In all cases, formal planning conditions or obligations will be used to secure the co-delivery of the enabling development with the restoration of the historic asset.

3.7 Historic Battlefields

3.7.1 The Council's policy HE7 Historic Battlefields seeks to support development that would not have an adverse impact on the character, appearance or key features of an Inventory Historic Battlefield. The only battlefield identified is that of the Battle of Sark, where there is some development on the northern edge of the historic site.

3.7.2 The key features of the site are set out in the entry and description in the HES Inventory of Historic Battlefields.

<http://portal.historicenvironment.scot/designation/BTL40>

3.7.3 Early discussion with the Council and officers from Historic Environment Scotland will enable a fuller understanding of the key characteristics and how to preserve them in any development proposals

3.7.4 It should be noted that inclusion of a Historic Battlefield in the HES Inventory removes most permitted development rights.

4. DEMOLITION OF LISTED BUILDINGS AND UNLISTED BUILDINGS IN CONSERVATION AREAS

Scottish Planning Policy, states that there is a "presumption against demolition or other works that will adversely affect a Listed Building or its setting." Consent is required for the demolition of a Listed Building or an unlisted building in a conservation area. The first option for historic buildings should be to find them a new use. It is recognised however, that as a last resort, there will be circumstances when

a proposal will be put forward which includes demolition of a Listed Building or a building in a conservation area.

Demolition will only be considered favourably where applicants have provided the supporting information which demonstrates that all reasonable efforts to retain the building have been made in accordance with policies of LDP2. Pre-application discussion is encouraged between the applicant, Council and Historic Environment Scotland to ensure that alternative solutions have been explored and appropriate information and evidence is provided with the application.

Consent for demolition of a Listed Building will therefore only be granted in exceptional circumstances.

<https://www.historicenvironment.scot/archives-and-research/publications/publication/?publicationId=e43c3b07-7f42-4d1d-b2d2-aa24011bfee9>

It is recognised that there are circumstances where a building is beyond repair, when demolition may be the only possible route. This may be when the structural condition of the building is extremely poor or where main elevations and load bearing walls have become unstable, so that the amount of fabric that might be saved would be very small. There are also methods of construction that have inbuilt failures such as 'concrete sickness' when the reinforcing steel bars are rusting, putting the whole structure at risk.

Demolition proposals should be fully in accordance with the requirements of Historic Environment Policy for Scotland, May 2019 and Historic Environment Scotland current guidance. Applications

for demolition must provide clear evidence that they meet the criteria.

Appropriate professionals will need to confirm that the proposed new building or facility is necessary on the site of the building to be demolished and cannot be met nearby or be provided in the existing building structure or by incorporating it into the development.

The demolition is expected to deliver significant community benefits, i.e.: those which enable wider development schemes or infrastructure projects that cannot be provided in another place. They must be weighed against the permanent loss of part of the historic built environment to the whole community.

Evidence will be required to show that a search for alternative sites or other options has been properly considered.

A recording should be made of historic buildings for deposit in the Council's archive and notice given to HES for a formal record to be made for the national archive. The recording of buildings can be undertaken at different levels of detail depending on the needs. Appendix 2 gives further advice on building recording for these purposes.

Demolition in Conservation Areas

In conservation areas demolition should not have a detrimental impact on the special character and historic interest of the conservation area.

It will normally be expected that the proposals which will replace the building being demolished have been formally approved, with planning permission, before any demolition takes place.

HES Guidance, Managing Change in the Historic Environment, April 2019.

HES have provided interim guidance for assessing applications for alteration and demolition of a Listed Building or an unlisted buildings in a conservation area to be used in conjunction with Historic Environment Policy for Scotland, 2019. They have also provided more detailed guidance in their Managing Change series of publications.

The demolition of a Listed Building, applicants will be expected to provide evidence to show that:

1. Is the building no longer of special interest?
In this case HES must be requested to review the Listing.
2. Is the building incapable of meaningful repair?
This is more likely to apply where there are inherent design failures or the structure has suffered such a high degree of decay that it would require reconstruction. Evidence must be provided.
3. Is the demolition of the building essential to delivering significant benefits to economic growth or the wider Community?
Examples are major transport or major regeneration projects. Evidence that the demolition is essential must be provided
4. Economic Viability - *would the cost of retention be higher than the end value? Evidence of marketing for a reasonable period should be provided including to potential restoring purchasers. The value of the land without the building should not determine the marketing price.*

Applicants may also need to provide evidence of having the necessary finance in place to go forward. A formal legal agreement between the developer and the Council may be required.

5. ADDITIONAL INFORMATION

Maintenance and repair

Maintenance is essential to preserving the careful work and craftsmanship of our ancestors which we often cannot properly replicate in the same material, because there may no longer be anyone with that skill or the same quality of material is difficult to find.

Maintenance techniques must be appropriate and owners should have the confidence to appoint only trades with the necessary traditional skills and experience. Some conventional modern products and methods should be rejected because they have been shown to have long term detrimental effects or they are new and unproven.

It is a widely recognised rule of thumb that an owner should expect to spend an average 1% of the monetary value of a building on maintenance annually. Using the adage "A stitch in time, saves nine" is very appropriate as failing to carry out regular checks and to carry out necessary work will result in significantly more extensive and expensive repair later in their life.

There is no product that is maintenance free and there are most often consequences to using the wrong techniques and materials.

It is worth remembering that one of our forebears, with particular skills, put effort and time into producing the working parts and detail that gives a building and place its character and that

can be so easily and unwittingly lost through insensitive alteration and repair.

Protected species

Parts of many old buildings provide suitable habitat for bats and birds. Bats may be present in roofs or under slates in a dormer. All bats and their roosts and nurseries are protected from interference so work to historic structures should consider the potential presence of bats and seek the necessary permissions and guidance from Nature Scotland before carrying out any work including timber treatment.

Nesting birds are protected from disturbance. Provision should be made for swifts, martins and swallows to ensure that active nests are not disturbed and are available after works have finished. Special arrangements are expected for barn owls. However, checking with Nature Scotland is the best way of confirming what is required.

Cleaning stonework

Stone cleaning should be avoided unless it is necessary. Evidence should be provided by a stone conservation specialist in respect of the methodology and its effect and why cleaning is required. Abrasive methods will not be permitted.

Stone cleaning and painting may need formal consent.

It is not appropriate to use sealants or treatments to stone which are intended to repel water as the long term effects are untested. This includes silicone, oils, or any other new product.

External walls that are very damp may also suffer from algal and plant growth.

The cause of the dampness should be repaired and damaged pointing repaired in lime. Likely causes are damaged or blocked rainwater goods, damage to drip moulds or roof overhangs, damaged leadwork or poor drainage at ground level which can be remedied. The drying of the wall will prevent further growth. A soft brush and water may be used to remove the algal growth once the remedial work has been undertaken.

Larger invasive plants, such as ivy or buddleia, need to be cut back and treated professionally to prevent regrowth. Once dead they can then be removed and damage repaired.

Lime mortar pointing

Pointing is the surface appearance of the mortar bed separating the stones in masonry construction. The impact of pointing on the appearance and character on a building can be significant.

Traditional lime mortar, which is more permeable and more flexible than cement mortar, must be used for all traditional stone masonry. Cement mortar will damage the stonework as it is inflexible and impervious to moisture. No addition of cement to the lime mortar is acceptable as it interferes with its correct function.

Wholesale re-pointing should be avoided unless absolutely necessary. Only joints where mortar has failed should be carefully raked out and re-pointed. Pointing must always be weaker than the surrounding masonry.

Harling or rendering

In some areas buildings were given coats of protective harl (or render) based on natural hydraulic lime. Often

the mix incorporated larger aggregate or gravel and the term 'wet dash' is used to describe it. Re-harling (wet-dash) in lime should only be used where it is a traditional finish locally on similar buildings.

Lime mortar and harling is able to self-seal small cracks that form through natural movement but adding any form of cement interferes with that property. It allows moisture to dry from the surface of the wall and is permeable to water vapour but provides protection from driven rain.

Lime harling or lime based rendering of bare stone buildings should only be applied where necessary for the proper preservation of the building or where it was the original finish. Repointing with lime mortar and lime wash paints should first be considered. Modern cement-based and dry-dash renders, also known as 'pebble-dash' will not normally be permitted.

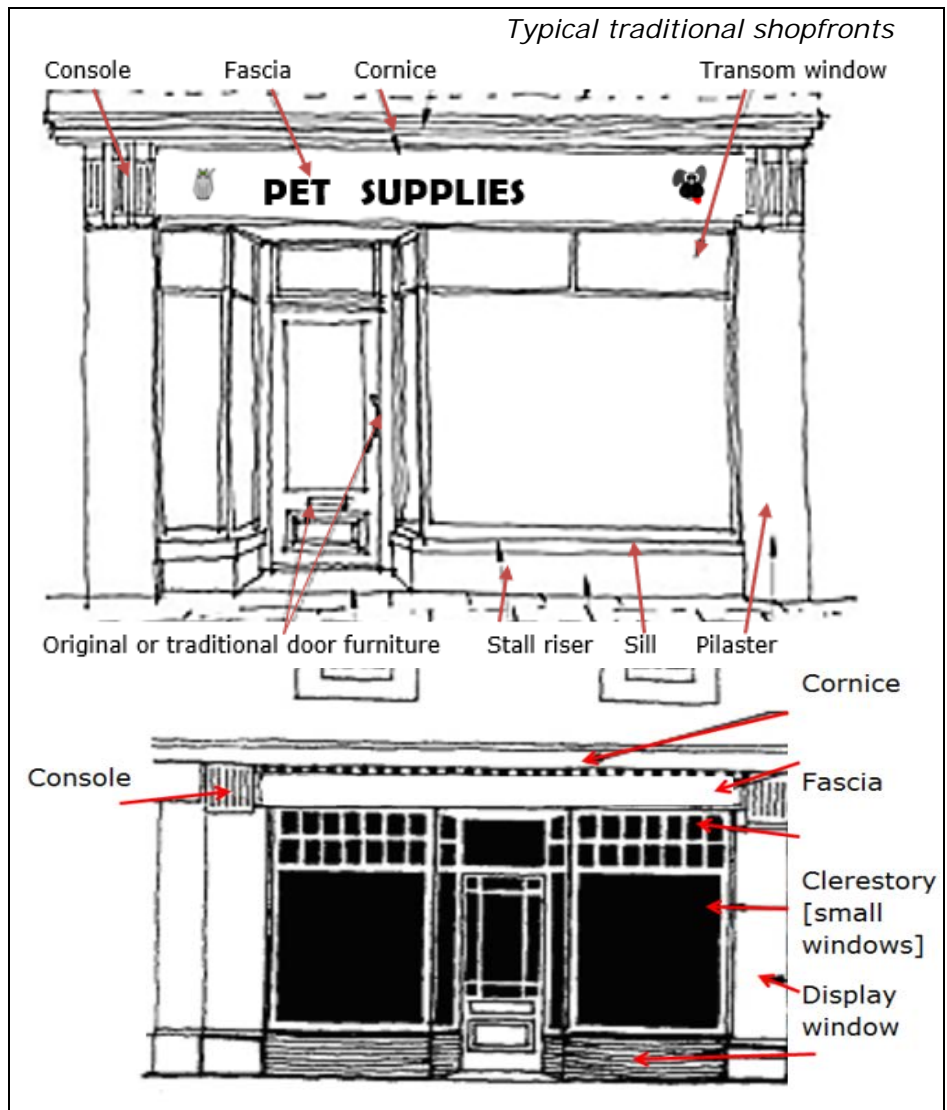
Shop fronts

There are a great many variations in the design and materials of shopfronts across the region. Early shops were dwellings with enlarged windows and a simple sign above.

From the 19th century it became common to see a large, glazed, display window, sometimes split vertically and sometimes with horizontally with a transom part way up. Often there were small panes across the top called transom lights or clerestory windows. Beneath the glazed shop display window is a 'stall riser' sometimes tiled or with timber panels. Across the top of the shop above the display window is a frieze, or fascia, stretched between decorative consoles where shop signage

is painted or lettering attached. Retractable canopies shaded the windows of some. Many had timber

pilasters either side and sometimes pilasters also formed the sides of a doorway. Some were carved stone.



The traditional shopfront is part of the character of historic buildings and contributes to the vitality and interest of a place.

The shop fronts should not be covered up by external security shutters. Early discussion with the Council is advised before the necessary planning permission is sought.

Signage and advertisements should also be discussed in advance to find sympathetic and attractive options.

Painting traditional buildings

Repainting may require planning permission and/or Listed Building consent. In some instances, where the impact is significant, this will apply to painting joinery especially larger areas such as shop frontages.

For assistance with any part of this document please use email address: planning@dumgal.gov.uk or ring 0303 3333000



Examples of varied roof line details: a selection of skewstones – stepped, shaped, interlocking and plain; a shaped gable stack; and decorative skewputts and finial



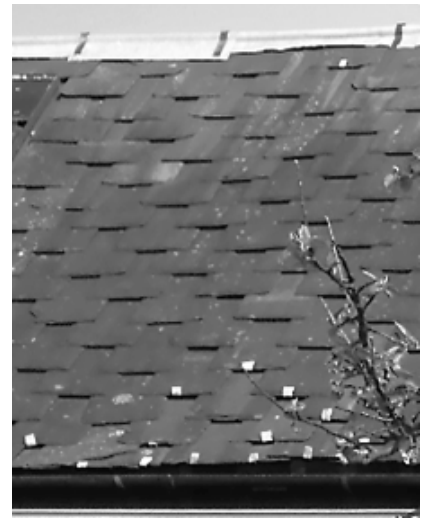
Some of the variations in chimney styles across the region.



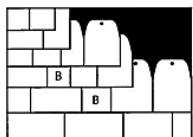
Graded Lancashire slate roof



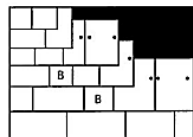
Sandstone flagged roof



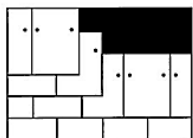
Lodge with overhanging slate roof, angle cut tiles and verge board; decorative slate work and example of 'double lap open tally' slating in Nithsdale.



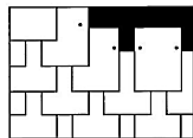
Double Lap - Head Fixed Random Slating



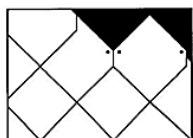
Double Lap - Centre Nailed Random Slating



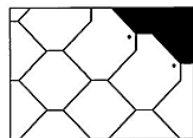
Double Lap - Centre Nailed Tally Slating



Double Lap - Open Tally Slating



Diagonal Lap - Diamond Pattern



Diagonal Lap - Honeycomb Pattern



Patterns of slatework found in region. Sandstone drip moulds over gate lodge door; unusual corbelling detail on corner of sandstone house.

APPENDIX 1

HISTORIC ENVIRONMENT POLICIES OF THE LOCAL DEVELOPMENT PLAN

OP1: Development Considerations

Development will be assessed against the following considerations where relevant to the scale, nature and location of the proposal: (...)

b) Historic Environment

Development proposals should protect and/or enhance the character, appearance and setting of the region's rich historic environment principally by ensuring they are sympathetic to nearby buildings, sites and features, integrate well and complement the surrounding area. The information contained within the Council's Historic Environment Record and Scottish Historic Environment Policy, and any subsequent revised or amended document, will be a material consideration in the assessment of proposals.

OP2: Design Quality of New Development

Development proposals should achieve high quality design in terms of their contribution to the existing built and natural environment contributing positively to a sense of place and local distinctiveness. Where relevant proposals should:

- relate well to the scale, density, massing, character, appearance and use of materials of the surrounding area and in so doing be sympathetic to the local built forms as well as respecting the important physical, historic and landscape features of the site and its vicinity; (...)
- be designed to create safe, accessible and inclusive places for all people which are well integrated into existing settlements and respect the established historic layout and patterns of development, that are also adaptable to future changes; (...)

HE1: Listed Buildings

The Council will support development that makes effective, efficient and sustainable use of listed buildings. In considering development that impacts on the character or appearance of a listed building or its setting the Council will need to be satisfied that:

a) Alterations

- proposals to extend or alter a listed building respect the appearance, character and features which contribute to its listing as a building of special architectural or historic interest; and
- the layout, design, materials, scale, siting and the future use shown in any development proposals are appropriate to the character and appearance of the listed building and its setting; and
- proposals for a change of use will not result in loss of character or special architectural or historical features.

Proposals to extend or alter a listed building should include written justification demonstrating a full and proper understanding of the character and special interest of the building.

b) Demolition or Partial Demolition of Listed Buildings

Proposals that involve the demolition or substantial demolition of a listed building or buildings or structures within its curtilage will only be supported where it is demonstrated that one of the tests below is met:

- the building is not of special interest; or
- the building is incapable of repair; or
- the demolition of the building is essential to the delivery of significant benefits to economic growth or the wider community; or

- the repair of the building is not economically viable and that it has been marketed at a price reflecting its location and condition to potential restoring purchasers for a reasonable period.

c) Recording Schemes

In considering proposals that involve the alteration, demolition or partial demolition of a listed building or buildings or structures within its curtilage the Council will require that a scheme for recording of the building is submitted, agreed with the Council and implemented by the developer where there will be loss of historic fabric, detail or changes to the general arrangement.

The Historic Built Environment Supplementary Guidance provides further information in respect of justifying the design of alterations or extensions, the evidence required in the Historic Environment Policy for Scotland 2019 for demolition to be supported; and Association of Local Government Archaeological Officers (ALGAO) survey information for recording the existing fabric.

HE2: Conservation Areas

The Council will support development within or adjacent to a conservation area that preserves or enhances the character and appearance of the area and is consistent with any relevant conservation area appraisal and management plan. In considering such development the Council will need to be satisfied that:

- new development, as well as alterations or other redevelopment of buildings, will preserve or enhance the character, appearance and setting of the conservation area through appropriate design, general scale, massing and arrangement, use of materials and the detailing of such development; and
- the quality of views within, from and into the conservation area will be maintained or enhanced.

In the case of the proposed demolition of any building in a conservation area, if the Council considers that the building, either in itself or as part of a group, is of value to the character or appearance of the area, the Council will require to be satisfied that retention, restoration and, where appropriate, sympathetic conversion to some other compatible use is not practical before considering proposals for demolition.

If the building is of little townscape value, demolition may be approved if its structural condition rules out retention at a reasonable cost or its form or location makes re-use extremely difficult.

Where redevelopment of the site is proposed, prior to granting consent for demolition, the Council must be satisfied that the proposals for the new building will protect or enhance the appearance of the conservation area.

The Historic Built Environment Supplementary Guidance and individual conservation area character appraisals and management plans provide further advice regarding development proposals in conservation areas, including any requirement for a design and access statement.

HE3: Archaeology

a) The Council will support development that protects significant archaeological and historic assets, and the wider historic environment from adverse effects.

In considering development proposals the Council will need to be satisfied that:

- the development preserves or enhances the appearance, fabric or setting of the site or asset in situ; and/or

- where there is uncertainty about the location, extent or significance of these assets an agreed scheme of assessment and evaluation to inform the application is included with the proposal; and/or
- due consideration has been given to the significance and value of the site or asset in relation to the long-term benefit and specific need for the development in the location proposed.

b) Where, due to exceptional circumstances, development is to proceed and the preservation of historic assets in situ including buildings is not possible, a scheme of mitigation involving excavation, recording, analysis, publication and archiving and any other measures appropriate to the case has been agreed with the Council.

The Historic Built Environment Supplementary Guidance provides further advice in respect of this policy.

HE4: Archaeologically Sensitive Areas

The Council will support development that safeguards the character, archaeological interest and setting of Archaeologically Sensitive Areas (ASAs) as designated by the Council.

Boundaries of ASAs are shown on Map 6 and the Proposals Maps.

Policy HE5: Hadrian's Wall

There will be a presumption against development which would have an adverse impact on those aspects of the setting which contribute to the Outstanding Universal Value and setting of Hadrian's Wall World Heritage Site, as set out in the Hadrian's Wall World Heritage Site Management Plan and any subsequent documents, unless mitigating action can be taken to redress the adverse impact.

Policy HE6: Gardens and Designed Landscapes

a) The Council will support development that protects or enhances the significant elements, specific qualities, character, integrity and setting, including key views to and from, gardens and designed landscapes included in the Inventory of Gardens and Designed Landscapes or the Non-Inventory List.

In considering development proposals the Council will need to be satisfied that:

- the development protects or enhances the significant elements of the garden or landscape in situ; and
- due consideration has been given to the significance and value of the asset in relation to the longterm benefit and specific need for the development in the location proposed.

b) Developers will be required to submit the results of an assessment of the impact of their proposals on the sites and their settings including details of any potential mitigation measures.

c) Proposals that would have a detrimental effect on the specific quality, character or integrity of a garden or designed landscape will not be approved unless it is demonstrated that the benefits of the proposal are of sufficient public interest to override that detriment.

Boundaries are shown on Map 7 and the Proposals Maps.

HE7: Historic Battlefields

Where it would not have an adverse impact on the character, appearance, setting or key features of the battlefield, the Council will support development within a site listed in the Inventory of Historic Battlefields. The siting, scale and design of development, new buildings or alterations and extensions to existing buildings must preserve, conserve or enhance the key characteristics of the battlefield. These may include landscape characteristics, key viewpoints which assist the understanding of the battle and any historic assets (including the potential for archaeological deposits found in situ). *The Historic Built Environment Supplementary Guidance identifies where this policy applies.*

Policy HE8: Enabling Development

New development which, through cross-financing, will result in the re-use of a Listed Building or another identified historic asset(s) through restoration, adaptation or repair, may be acceptable where:

- a) it is demonstrated that the proposed development is the only means of funding works to secure the long term use of the Listed Building, or identified historic asset(s), through restoration, adaptation or repair; and
- b) the proposed development is in the vicinity of the Listed Building or identified historic asset(s), the reuse of which it will enable; and
- c) it is demonstrated that the scale of the proposed development represents the minimum necessary (subject to the development costs being independently verified*) to enable the long term use of the Listed Building or identified historic asset; and
- d) the resulting development is of a high quality design in which the setting and historic features of the Listed Building or the other identified historic asset(s) are respected.

[*the developer will bear the reasonable costs of independent financial advice required to assess the planning application]

Supplementary Guidance for the Historic Built Environment includes additional information on how enabling development will be assessed.

APPENDIX 2 RECORDING PRIOR TO ALTERATION OR DEMOLITION OF LISTED BUILDINGS AND UNLISTED BUILDINGS IN CONSERVATION AREAS



guidance notes taken from the

Historic Building Recording Guidance for Curators, Consultants and Contractors, ALGAO: Scotland, 2013

The full ALGAO Scotland guidance for recording is found at

<http://www.algao.org.uk/sites/default/files/ALGAO%20Buildings%20Guidance.pdf>

Historic Building Appraisal

An appraisal report should generally include;

- An archive assessment
- A general description of the structure(s)
- Photographs
- An annotated ground plan

Field records should include the following: -

Drawings

- Location map of the structure/s within the landscape (1:10,000 or larger scale)
- A ground plan (the architectural plan/s are acceptable, if relatively accurate).
- A map regression depicting 1st / 2nd edition Ordnance Survey map locations (additional historic OS maps may also be relevant) and earlier historic maps of the development area with the location of the site clearly marked.

Written

- A descriptive summary of the structure, such as: type of building; its place in the wider topographical landscape; materials used in construction; any visible changes in build/additions; etc.
- A structure description (a general appraisal of the external elevations/features and any other relevant constructional details).
- A short narrative section describing the significance of the findings of the historic building appraisal.

Photographs

- Photographs of the building in its setting
- Photographs that relate to and complement the descriptions within the text

A Historic Buildings Appraisal report should provide adequate detail to inform the level of any further works. There are a number of levels of survey set out in the following table one of which will be appropriate to each situation. Please consult the ALGAO: Scotland website for further detail.

Survey Type	Record	Written	Drawings	Photographic
Appraisal	Visual	Basic description Archive Assessment	Sketch and/or annotated ground/floor plan	General to complement and aid written descriptions
Basic	Visual	Basic description Archive Assessment	Sketch and annotated ground/floor plan Main elevations	General to complement and aid written descriptions
Enhanced	Descriptive	Enhanced description Detailed Archive Research	Annotated/measured phased ground/floor plan Annotated significant elevations (internal and external)	General to complement and aid written descriptions All major elevations and details of appropriate features
Detailed	Analytical	Fully enhanced description Detailed Archive Research Historical and landscape context of site examined	Measured phased ground/floor plans. measured significant elevations Details of all features and fabric described	General to complement and aid written descriptions All major elevations and details of appropriate features
Comprehensive	Comprehensive with synthetic analysis	Comprehensive description Comprehensive Archive Research Historical and landscape context of site examined Synthesis of recording results with comparison to other sites	All measured phased ground/floor plans. All measured elevations Details of all features and fabric described	Comprehensive coverage

APPENDIX 3

ASSESSING THE CONDITION OF TIMBER SASH AND CASE WINDOWS

Details for inspection of individual parts of sash and case windows may be found in the Historic Environment Scotland publication 'Sash and Case Windows – A short Guide for Homeowners'

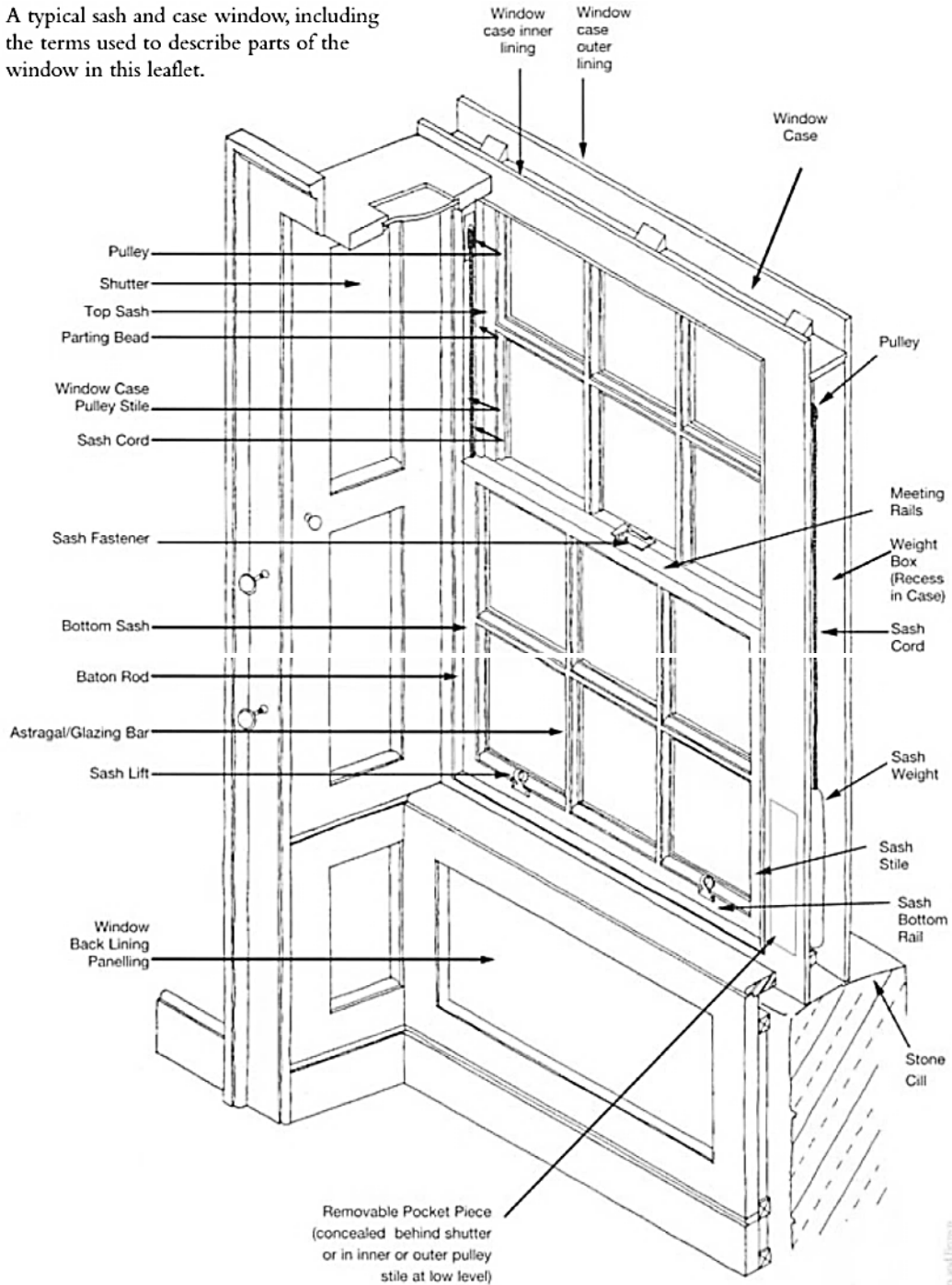
<https://www.engineshed.org/publications/publication/?publicationId=9ea41caf-aa32-4827-ba08-a59100fea1a3> A sketch of a window and its parts taken from the HES guide is included after the tables.

SURVEY OF SASH AND CASE WINDOW PRO-FORMA CHECKLIST (transcribed from HES publication)			
Window Identification No. (from labelled sketch or photo)		Date:	Surveyor
SKETCH OF WINDOW (show dimensions, and key to notes on condition)	TIMBER PROFILES (shapes and dimensions)		
	Sash Rail		
	Astragal/s		
	Meeting Rails		
Sill			
DESCRIPTION OF WINDOW– note where elements are original [O] or new [N]			
Frame material	Hardwood	Softwood	Other
Paint system	Oil paint	Stain/Varnish	Other
Glazing system	Putty	Timber Beads	Other
Ironmongery	Sash lifts	Sash lock	Sash stops
	Baton Rod Fixing		
Operation	Sash Cord	Pulleys	Cord Clutch
Cleaning facility	Simplex fitting	Other	
Glazing	Glass Types		
Other features	Weights	Vents	Seals
	Draughtstripping full/partial	Mastic Pointing Eg. linseed oil & sand	
Shutters/ingoes	Elbow	Soffit	Back

CONDITION OF WINDOW – a tick-list of common defects –add notes into text box			
Description of defect	Y/N	Description of defect	Y/N
Gaps leading to draughts		Timber decay in sills	
Visible gap at sill		Timber decay in sash frame – give details	
Meeting rails not level		Timber decay or defects in parting beads	
Broken sash cords		Timber decay or defects in baton rods	
Broken or cracked glass (details to be given)		Incorrect weights	
Timber decaying or damaged (specify)		Debris in weight pockets	
Previous repairs		Shutter defects (specify)	
Missing or defective putty		Ingo lining defects	
Missing or defective mastic		Structural opening defects or distortion	
Missing or defective sill bedding		Paint defects (specify)	
GENERAL COMMENTS ON EACH WINDOW			

The component parts of the sash and case window

A typical sash and case window, including the terms used to describe parts of the window in this leaflet.



Simpson and Brown