



## ADDENDUM REPORT BY HOUSING, OPERATIONS AND DEVELOPMENT

**REGULATORY PANEL: 04 MARCH 2026**

<b>SUBJECT:</b>	<b>PLANNING APPLICATION REPORT</b>
<b>APPLICATION REF:</b>	<b>25/00689/APP</b>
<b>SITE ADDRESS:</b>	<b>Townend House Townend Drive Symington South Ayrshire KA1 5QL</b>
<b>DESCRIPTION:</b>	<b>Alterations to Townend House and formation of car park and associated hardstandings</b>
<b>RECOMMENDATION:</b>	<b>Approval with conditions</b>

### Purpose of Addendum

This addendum provides an update for Members following the Regulatory Panel meeting on 5 February 2026, at which the application was continued to allow a site visit. The site visit subsequently took place on 26 February 2026. The purpose of the addendum is to clarify matters relating to land ownership, the extent of the car park surfacing as it relates to this application, the condition of the land prior to development, and the presence of vents not shown on the submitted drawings. It also recommends amendments to the suggested conditions set out in the Panel Report. Following consideration of these matters, the application continues to be recommended for approval with conditions.

Following the Panel's continuation of the application, it has become clear, through further information submitted by the applicant's agent, that a significant portion of the constructed car park lies outwith the applicant's ownership. The application before Members is retrospective, submitted in an attempt to regularise unauthorised works already carried out on site. Accuracy in identifying the full extent of those works, and the land to which they relate, sits with the applicant. The applicant has confirmed in writing that surfacing works extended onto land they do not own, arising from their assumption that the land all lay within their title. Responsibility for the accuracy of the plans and the ownership certification rests, in the first instance, with the applicant. The Planning Authority relies on, and is entitled to rely on, the correctness of that information when validating and assessing an application.

The red line boundary and ownership certificate accurately reflect only the land within the applicant's title; however, the car park resurfacing drawing AL(00)0CP did not delineate individual parking bays, which contributed to a misunderstanding regarding the extent of works included in the application. When reporting verbally to Panel on 5 February, it was therefore mistakenly stated that the application related to the entire surfaced area (11 spaces). It is now clear that only the portion within the red line corresponds to approximately three usable parking spaces, and it is these three spaces alone that fall within the scope of this application. All resurfacing works, both within the red line and on adjoining land, were undertaken by the applicant without prior planning permission. The area within the red line is the subject of the application; the remainder lies outwith the applicant's ownership and remains unauthorised, forming part of an ongoing enforcement investigation.

It is acknowledged that the Planning Authority should ideally have identified this discrepancy earlier, particularly given the retrospective nature of the submission. However, the primary responsibility rests with the applicant, both for carrying out unauthorised development and for providing insufficiently detailed information in an application intended to regularise that development.

## **Regulatory Panel (Planning): 04 March 2026**

Report by Housing, Operations and Development (Ref: 22/00220/APP) - Addendum

The original Panel Report recorded that the car park had been formed on a grassed embankment, and this was supported by photographic evidence submitted by the Community Council. The applicant maintains that the grass overlay sat above former hardcore or sub-base material. Even if that is the case, the visible pre-works condition of the area was grassed, and its loss has appropriately been assessed on that basis. The applicant's assertion regarding underlying material does not alter the environmental or landscape impacts identified in the main report, nor the requirement for compensatory soft landscaping and biodiversity enhancement.

The portion of car park that lies outwith the applicant's ownership does not form part of this planning application and cannot be authorised through it. This matter is being progressed separately as an enforcement case. At the site visit, the applicant confirmed that contact has been made with the adjoining landowner. Depending on the outcome of those discussions, the off-site surfacing may be reinstated or may form the basis of a future planning application should the applicant acquire or secure rights over the land. These matters are procedurally distinct and do not influence the assessment of the current application.

During the site visit, vent terminals were observed that do not appear individually on the submitted drawings. These features are considered to be visually discreet and do not materially alter the planning assessment of the external works. Any heritage implications will be considered through the associated Listed Building Consent applications (25/00690/LBC & 26/00065/LBC), which remain under assessment. No adjustment to the planning recommendation arises from this point.

In view of the above, it is recommended that the following amendments to the suggested conditions (as set out in panel report 25/00689/APP) be applied should Members be minded to approve the application. These proposed changes are intended to secure clarity over the approved layout and proportionate mitigation.

### Revised Condition 3 Landscaping and Biodiversity Mitigation

*(3C) Within two months of the date of this permission, a detailed landscaping and biodiversity mitigation scheme shall be submitted to and approved in writing by the Planning Authority. The scheme shall cover all land affected by the hard surfacing works and shall include soft edge treatment to the hardstanding, native planting, habitat enhancement proportionate to the scale of works, and a maintenance schedule of not less than five years. The approved scheme shall be implemented during the first planting season following approval.*

*(3R): To mitigate the ecological and visual effects of the development and to ensure appropriate softening of the car park within the application boundary.*

### New Condition 5 Scaled Car Park Layout Plan

*(5C): Within one month of the date of this permission, a scaled car park layout plan (minimum scale 1:200) shall be submitted to and approved in writing by the Planning Authority. The plan shall precisely show the extent of the hard surfacing within the red line boundary and shall delineate the three parking spaces accommodated within that boundary. The approved plan shall thereafter form the definitive layout for the purposes of this permission.*

*(5R): For the avoidance of doubt and to ensure clarity over the approved extent and layout of the car park.*

The planning merits of the proposal within the application site and are considered to remain acceptable. The works accord with the provisions of National Planning Framework 4 and South Ayrshire Local Development Plan 2, for the reasons set out in the original panel report. The recommendation therefore remains Approval with conditions.

### Person to Contact:

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