East Ayrshire Local Development Plan

Supplementary Guidance

Listed Buildings and Buildings within Conservation Areas Design Guidance

April 2018
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1.1 Context and purpose of Supplementary Guidance

1.1.1 The aim of this supplementary guidance is to provide advice in order to help protect and enhance the character of Listed Buildings and buildings within Conservation Areas throughout East Ayrshire. Good design protects and enhances the quality of the built environment and applicants are strongly encouraged to take this guidance into account when preparing and formulating their development proposals.

1.1.2 This guidance forms part of and supplements the policies of the East Ayrshire Local Development Plan (LDP) 2017 and will be used by the Council in its assessment of all relevant planning applications. All works to listed buildings and to buildings within Conservation Areas should comply with the relevant policies of the LDP, which is available on the East Ayrshire Council website.

1.1.3 There are two policies which specifically relate to listed buildings and Conservation Areas in the Local Development Plan. The text of these is extracted in full below:

Policy ENV1: Listed Buildings

Listed Buildings play an important role in defining and enhancing the quality of East Ayrshire’s environment and contribute to the character of local communities. The Council will support:

- The retention and preservation of all listed buildings and buildings within Conservation Areas.
- The adaption and re-use of listed buildings and buildings within Conservation Areas to meet modern requirements, where this can be achieved in a manner sensitive to the character of the building.

Proposals for the total or partial demolition of a listed building will only be supported where it can be demonstrated beyond reasonable doubt that every effort has been made to retain the building. Demolition will only be acceptable where it can be evidenced that:

(i) The building is not of special interest; or
(ii) The building is incapable of repair; or
(iii) The demolition of the building is essential to delivering significant benefits to economic growth or the wider community; or
(iv) 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 purchasers for a reasonable period.
Policy ENV3: Conservation Areas

Development or demolition within a Conservation Area or affecting its setting, shall preserve and enhance its character and be consistent with any relevant Conservation Area appraisal or management plan. Any development should be sympathetic to the area in terms of its layout, size, scale, design, siting, material and colour and should seek to enhance the architectural and historic qualities of the area.

Where a building contributes positively to the character of a Conservation Area, its proposed demolition should be assessed against the criteria contained in ENV1. Where it does not contribute to the character, demolition will be supported where a high quality redevelopment or, in exceptional circumstances, a landscaping scheme is proposed as a replacement.

Figure 1: Laigh Kirk, Bank Street, Kilmarnock - a Category ‘A’ Listed Building
1.1.4 The cultural heritage of East Ayrshire comprises some 2,680 archaeological and historic sites, monuments, buildings and artefacts that are recorded on the Historic Environment Record (HER).

1.2 Listed buildings

1.2.1 Listed buildings, whether of local or national importance, contribute significantly to the character and appearance of an area and are also protected under the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 as amended. Records of listed buildings, scheduled monuments and conservation areas are covered by Historic Environment Scotland.

There are three categories of Listed Buildings:

<table>
<thead>
<tr>
<th>Category A</th>
<th>Buildings of national or international importance, either architectural or historic; or fine, little-altered examples of some particular style or building type.</th>
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<td>Category B</td>
<td>Buildings of regional or more then local importance; or major examples of some particular period, style or building type, which may have been altered.</td>
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<tr>
<td>Category C</td>
<td>Buildings of local importance; lesser examples of period, style or building type, as originally constructed or moderately altered; and simple, traditional buildings that group well with other listed buildings</td>
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Table 1: Listed Building Categories, Historic Environment Scotland

1.2.2 East Ayrshire comprises some 44 category A listed buildings, 334 category B listed buildings and 363 category C listed buildings.

1.2.3 Listed building consent is required for any works to a listed building that affects its character. A high quality of design is required in all Conservation Areas and when carrying out works to listed buildings. Listed building consent covers any boundary and/or curtilage structures including walls, gates and railings. The Local Authority determines the need for consent.

1.3 Conservation Areas

1.3.1 The settlements of East Ayrshire possess many elements worthy of conservation and enhancement. Where these elements, which have their own individual character and style, are grouped together in clearly defined areas, Conservation Areas have been designated (Conservation Areas are made up of all buildings and the spaces between these buildings that are considered to have architectural or historic interest). This designation helps to protect the quality of such areas from insensitive or inappropriate development by exercising more stringent planning controls than in other parts of the built...
environment. Local authorities are required to determine which parts of their area should be safeguarded due to their architectural or historic interest, to ensure that any new development protects or enhances their character. Conservation area consent is required for the total or substantial demolition of a gate, fence, wall, building or other means of enclosure within a Conservation Area.

1.3.2 The Council, under Section 262 of the Town & Country Planning (Scotland) Act 1997 has designated 26 Conservation Areas in the following settlements within East Ayrshire. These are:

- Catrine
- Cumnock
- Dalmellington
- Dalrymple
- Darvel
- Dunlop
- Fenwick and Laigh Fenwick
- Galston
- Kilmarnock
- Kilmarnocks
- Lugar
- Mauchline
- Newmilns
- Ochiltree
- Sorn
- Stewarton
- Waterside (Doon Valley)

1.4 Conservation Area Appraisals

1.4.1 The aim of a Conservation area appraisal is to define the important aspects of an area in terms of character, identity and appearance and to identify the area’s special features and changing needs. Conservation area appraisals are available for Kilmarnock, Cumnock, Galston, Dalmellington and Catrine on the Council’s website and provide further, more detailed guidance on the characteristics of these areas.

2. Design Guidance

The Council has formulated the following guidance against which all development proposals for listed buildings and unlisted buildings within Conservation Areas will be assessed.

3. Planning permission in principle

3.1 The Council will not normally accept applications for Planning Permission in Principle for development within Conservation Areas or for development which affects either a listed building or the setting of a listed building. The only
exception to this will be where the level of detail submitted in respect of the historic environment aspects of the proposal is at a detailed level commensurate with an application for listed building consent.

4. **New build development to Listed Buildings and within Conservation Areas**

4.1 The property boundary (curtilage) of a listed building may contain ancillary buildings associated with the ownership or original function of the building such as coach houses, stables and boundary walls. New development should enhance the setting of a listed building and complement the character of the streetscape of a Conservation Area. Proposals for new development should be supported by a detailed appraisal of potential impacts such as visual impacts on setting including the historic setting, the sense of place within an area and any impact on key historical features. It is essential that any new development does not result in the loss of the historical relationship between the main property and any ancillary buildings.

4.2 Where a new build development is proposed within a Conservation Area, the proposed building will be required to reflect the character of adjoining buildings in terms of building line, height, massing, scale, choice of materials, colour, fenestration and solid/void proportions. This does not mean contemporary design is unacceptable but that these criteria should be incorporated sympathetically into any such design.

4.3 When determining an appropriate building height for any new proposals, the height of surrounding buildings and the impact of the proposal on the skyline must be taken into account. All materials used should be of a sympathetic and suitable colour and finish.

5. **Development/re-development of properties**

5.1 All development, redevelopment and extension of listed buildings or buildings within Conservation Areas shall be sensitive to its setting and shall reflect the overall design and appearance, in terms of size, scale, fenestration, finish and materials used. All proposals shall seek to preserve or enhance the character and appearance of the area and/or building. Significant views of the listed building and its historical context in the landscape and surrounding area should not be compromised.

6. **Development outwith but affecting the setting of a Conservation Area**

6.1 Development outwith but affecting the setting of a Conservation Area will require to be sympathetic to the Conservation Area in terms of design, scale, materials and character. Such development should take into account its proximity to the Conservation Area and its design should complement the scale and character of other existing buildings within the boundary of the
Conservation Area. Unsympathetic design which is detrimental to the setting of the Conservation Area itself must be avoided.

7. **Innovative design for gap/redevelopment sites in Conservation Areas**

7.1 Where development of gap or infill sites within Conservation Areas is proposed, the design of the development will require to be of the highest standard.

7.2 A modern design which integrates well into the street scene can add contrast and character to the Conservation Area. Appropriate, sensitive and innovative designs will be considered on their own merits as long as the proposals are considered to be suitable and complementary in design terms to surrounding buildings. Such innovative developments should be accompanied by an endorsement by an appropriate authoritative independent body such as the Royal Incorporation of Architects in Scotland (RIAS), the Civic Trust or the Architectural Heritage Society of Scotland.

8. **Shop fronts and advertisements**

8.1 Separate design guidance has been produced for shopfronts and advertisements for Listed Buildings and buildings within Conservation Areas and is available on the Council's website.

9 **Extensions and alterations in Conservation Areas or relating to a Listed Building**

9.1 **Extensions**

9.1.1 Extensions should be located to the rear or side of the property and should preserve or enhance all other important characteristics/features of the Conservation Area or listed building. Proposals for the extension of a listed building or properties in Conservation Areas should:

(i) remain subordinate to the original building. They should not dominate the original building as a result of scale, materials or location and principal elevations;

(ii) be located, designed and proportioned to protect the listed building/Conservation Area’s appearance, character and setting;

(iii) have a material finish in keeping with and sympathetic to the existing building. Traditional finishes and details including colour, texture and scale will require to be appropriate to the particular building concerned. Developers/applicants should seek advice on materials from the Council.
9.2 Conservatories

9.2.1 Proposals for conservatories on listed buildings and unlisted buildings in Conservation Areas will be required to respect the historic character and scale of the building. The conservatory should be located on an elevation which is screened from public view (i.e. from roads, parks, footpaths) and should be constructed in traditional materials with painted wood or metalwork. The materials of the base walls should match the materials of the wall to which they are attached to the listed building in order to protect the historic setting of the building.

9.3 External fabric - Painting

9.3.1 There will be a general presumption against the painting of natural stone and brickwork finishes unless it can be conclusively shown that it will help to conserve the stonework of a building under threat. The repainting of previously painted stonework will only be acceptable where the building has been proven to have been continuously painted for over 10 years or has previously received consent for painting. Where a building is already painted, any painting scheme will require to be compatible with its surroundings and respect the character of the building itself. Paint which matches the existing colour and which is breathable and suitable for the underlying material of the building will not require consent. Any change of colour will require Listed Building Consent or planning permission.

Figure 2: External painting of a building within a Conservation Area, Portland Street, Kilmarnock
9.3.2 The removal of paint from previously painted buildings, facades, railings, gates or associated ancillary structures will require Planning Permission and/or Listed Building Consent and will only be permitted where removal of the paint will not result in the risk of damage to the historic fabric of the building, façade or associated structure. Applications will be required to be supported by a full technical analysis and sample test of the building’s historic fabric. No work to the building should be carried out until the Council has approved the trial samples.

9.4 Stonework repairs

9.4.1 Inappropriate repairs can cause damage to the historic fabric of buildings. Stonework repairs should include the use of masonry and lime pointing that will match the original stone in every aspect including density, porosity, colour, texture and pattern. Expert advice from a qualified professional should always be sought prior to undertaking any repair. The use of cement pointing and rendering will be harmful to the stonework and should be avoided. Repairs to existing cement render will only be considered in exceptional circumstances where it is not possible to remove this without causing damage to the stonework beneath. In all cases, evidence will be required including a petrographic analysis, stone condition survey of existing stonework and detailed specification of repairs and materials will be required for listed buildings.

Figure 3: Appropriate stonework restoration, Cumnock
9.4.2 Stone cleaning should not damage the historic structure and test panels will be conditioned for approval prior to full implementation of works. Full details of proposed repairs should be submitted with any application, with marked up elevations showing the location and type of repair. If scaffolding is required for such repairs and needs to be fixed to a building, it should be affixed using existing mortar joints.

![Figure 4: Good example of stonework repairs, John Finnie Street, Kilmarnock](image)

9.5 New and replacement doors

9.5.1 The retention and repair of external doorways is encouraged as they contribute significantly to the character and appearance of listed buildings and buildings within Conservation Areas. Replacement doors should be of a material and design in keeping with the historic fabric of the building. The installation of new front, side and rear entrance doors will require Planning Permission and/or Listed Building Consent. On main street frontages and other elevations open to general view, replacement doors shall be of a traditional design of panelled or vertical timber boarding or with windows with astragals where considered appropriate. Any original features, including stained glass windows and method of opening, should be retained and incorporated into the replacement doors. The formation of new structural openings to form additional doorways will generally not be encouraged on listed buildings or buildings within a Conservation Area.

9.5.2 New doorways should only be considered where they can be incorporated into the existing architecture and designed and detailed in a way that is compatible with the existing historic fabric. Care should be taken to retain existing design patterns, symmetrical elevation or any architectural details. New doors on extensions should be designed to match those of the listed or historic building.
9.6 New and replacement windows

9.6.1 The retention and repair of all windows is encouraged due to the significant contribution they make to the character and appearance of listed buildings and buildings within a Conservation Area. In East Ayrshire, the predominant types of historic windows are timber framed sash and case, original timber casement and there are also some examples of early metal windows.

9.6.2 The proposed replacement of windows will only be acceptable where it can be demonstrated that the original windows are beyond repair. Where new windows can be justified, these will be required to match the original windows of the building. Listed building consent will be required for the removal and/or replacement of an existing window on a listed building. Repairs to original windows on a like-for-like basis using the same material, dimensions, profile and method of opening do not require planning permission or listed building consent.

Figure 5: Good example of replacement of windows, Cumnock

9.6.3 All new or replacement windows on a listed building or a building within a Conservation Area must meet the following criteria:

(i) All new or replacement windows must reflect the style, method of opening, materials and proportion of windows appropriate to the architectural style and period of the property or area, particularly as regards the proportion and pattern of glazing bars and astragals. Listed building consent is required where there is an alteration to design,
material, and size, method of opening, proportions (including thickness), glazing, bars and removal of historic glass.

(ii) In respect of listed buildings, windows shall be of traditional materials, style, design, proportions and methods of opening.

(iii) All window alterations and replacements shall ensure the retention of all existing stone mullions and existing lintels, sills and window surrounds.

9.6.4 Double glazing may be permitted where it can be demonstrated that the glazing unit can be fitted into the original window frame or replacement window frame without changing their appearance (including thickness of surrounds and astragals) and without removal of any historic decorative glass.

Figure 6: Appropriate restoration of windows, John Finnie Street, Kilmarnock.

9.7 Roofs

9.7.1 The predominant material used for traditional roofing in East Ayrshire is slate. For proposals where an alteration from the existing material is proposed or the roof is to be re-slated in its entirety, planning permission and/or listed building consent will be required.

9.7.2 All new or replacement roofs to listed buildings or buildings within Conservation Areas or their extensions shall meet the following criteria:-
(i) Roofs shall be finished in materials appropriate to the architectural style and period of the property to match the original roof finish of the existing building. On unlisted buildings within Conservation Areas, a high quality artificial or reconstituted slate of traditional proportions and thickness may be considered an appropriate alternative to natural slate. On listed buildings, existing slates should be re-dressed and reused. If it is necessary to use new natural slate, consideration should be given to using the best modern equivalent in terms of colour, thickness, weight and texture of slate.

Figure 7: Appropriate restoration of a slate roof, Craighead Inn, Cumnock

(ii) New roofs shall be symmetrically double pitched and gable ended with roof pitch to match existing roof pitches on the original building. Flat, mansard, monopitch and asymmetrical roofs should be avoided. Hipped roofs may be considered acceptable in certain circumstances.

9.7.3 Any original decorative roof features such as bargeboards, iron finials, ornate ridge tiles and crow-steps should be retained or replaced to match the original detailing and features.

9.8 Dormer windows and attic extensions

9.8.1 All dormer and attic extensions on listed buildings and buildings in Conservation Areas are only permitted where they are an original feature of the building or area. They should be of traditional design and material finish incorporating either a pitched gable roof, a hipped ‘bay window’ type roof or a monopitch sloping roof, appropriate to the building and area concerned. Box dormers will not be permitted.
Figure 8: Preferred types of dormer window extensions

Figure 9: Dormer windows, The Square, Cumnock
9.9 Roof lights

9.9.1 The use of traditional style roof lights is preferred on listed buildings and buildings within a Conservation Area. Roof lights of a traditional design in terms of proportion, size and materials and not projecting unduly above the plane of the roof shall be permitted on listed buildings and roofs visible from the street. In Conservation Areas, roof lights of non-traditional design and materials will not be considered acceptable on elevations visible to public view. The number of new roof lights will also be considered when assessing an application.

9.10 Removal of chimneys and skew stones

9.10.1 Removal of chimneys, chimney capping and skew stones will not be permitted on listed buildings and on unlisted buildings within Conservation Areas where they form part of visible roof lines. Original chimney heads, stacks and pots should be retained, especially traditional end stacks and central wallhead stacks. Repairs or replacements should match the size, scale, design and material of the original. Where repair works will result in an alteration to the appearance of the chimney, planning permission and/or listed building consent will be required. Where a chimney has been damaged, like for like reconstruction of the structure will be required.

Figure 10: Appropriate chimney restoration, John Finnie Street, Kilmarnock
9.11 **Rainwater goods**

9.11.1 When rainwater goods, including downpipes and guttering require replacement on a listed building or a building within a Conservation Area these should be replaced, with cast iron to match the original rainwater goods on the property. High quality alternatives such as cast aluminium may also be considered acceptable.

10. **Miscellaneous attachments to properties**

10.1 The attachment of various miscellaneous features can be detrimental to the appearance of properties particularly on listed buildings or buildings within Conservation Areas. On listed buildings, apparatus should be located in a manner which respects the architectural detailing of the buildings and should be disguised or concealed from public view. Developers are requested to observe the following advice:-

a. Pipes and Wiring (gas, electricity, television etc.) should be routed internally or on rear elevations. Television aerials should be located in the roof space of buildings and not on chimney heads which would detract from the appearance of the building and may damage stonework.

b. Disused pipe work not part of the original design, wiring, aerials and all other attachments should be removed as soon as they become redundant.

c. Meter boxes should not be sited on the front elevation of a property or on a part of the building in public view.

d. Alarm boxes should be sensitively located so that they do not mask architectural features. Their colour should be consistent with the colour scheme of the building.

e. The location and number of telecommunications equipment including satellite dishes on roofs and broadband cabinets on pavements, should not be detrimental to the character or setting of a listed building or the visual amenity of a Conservation Area.

f. Satellite dishes will not be accepted on the front or street elevation of any building. They will be accepted on the rear elevation, insofar as they do not break the ridge line of the roof. Dish sharing should be investigated in flatted properties.

11. **Microgeneration energy technologies**

11.1 The use of renewable energy technology in the historic environment is supported where the character of the historic building or area can be protected through careful siting and design. Before considering micro-renewables, the energy efficiency of the building should be addressed through building
maintenance, equipment upgrades and improvements to the fabric of the building.

11.2 Listed building consent will be required for any works affecting the character of a listed building and planning permission may be required for works within a Conservation Area. Microgeneration energy installations should be carefully planned to minimise any negative impacts on the historic character of the building or area. Separate supplementary guidance is available on micro wind technologies in Planning for Wind supplementary guidance and microgeneration heat technologies in Heat Generation supplementary guidance. These are available on the Council’s website.

12. Street furniture and lighting

12.1 Traditional street furniture should be preserved wherever possible and new furniture should be of a design which reflects the character of the area. In streets where buildings are positioned close to the pavement edge, consideration should be given to attaching street lighting fitments to the buildings themselves, with all cables and equipment being suitably concealed. Replacement lighting columns should, as far as possible, reflect the style of surrounding lighting columns. Consultation with Ayrshire Roads Alliance is required to ensure that all proposals meet with relevant standards and regulations.

Figure 11: Sympathetic street furniture, King Street, Kilmarnock
13. Internal alterations to Listed Buildings

13.1 When a building is listed, this listing covers the interior of the building as well as the external features of the building. It is essential that any proposed new interventions protect the character of the significant interior spaces and detailing including entrance areas, main corridors, stairwells, marbled fireplaces, decorative plasterwork (cornicing, ceiling details and other features) stained or etched glass, handrails and room skylights (this list is not exhaustive). Internal alterations to listed buildings are likely to require Listed Building consent. Any alterations should respect original proportions and detailing, with features preserved or reinstated where possible.

13.2 As a result of an ever changing environment, the uses for which some listed buildings were designed for are now obsolete. Conversion and adaptation schemes will be permitted where it can be demonstrated that they preserve and enhance the historic character of the building.

14. Maintenance

14.1 Building maintenance is the responsibility of the owner. East Ayrshire Council has a statutory duty to ensure that listed buildings and buildings in conservation areas are maintained to a reasonable level. If a building falls into a state of disrepair, the Council may take action to effect necessary repairs and recoup all costs from the owners with any admin charges added. The adoption of a planned approach to routine maintenance which incorporates regular inspection of exterior surfaces and structures is recommended. This includes roof coverings, roof structure, downpipes, rainwater gutters, external walls, windows, doors and external joinery. Regular inspection of these features can avoid the expense of major repairs at a later date or save a building at risk from loss.

15. Demolition

15.1 The loss of any listed building can lead to the erosion of an area’s character, distinctiveness and sense of place. There will be a presumption in favour of the retention and improvement of listed buildings and buildings within Conservation Areas rather than their demolition and replacement. Consent for demolition of a building is only granted in exceptional circumstances. Positive efforts must always be made to retain listed buildings using their presence as an opportunity to stimulate regeneration in creative and imaginative ways. Where a building’s condition is deteriorating, the local authority will endeavour to work with owners to secure its repair and reuse.

15.2 Applications for demolition of such properties must be accompanied by a detailed justification for removal including a structural engineer’s report and full details of the proposed redevelopment of the site. Listed building consent will be required in all cases for the demolition of a listed building and Conservation Area consent will be required for the demolition of an unlisted building in a Conservation Area.
15.3 Applicants, who wish to demolish a listed building or unlisted building in the Conservation Area, will be expected to provide detailed evidence to show that:

i. The building is not of special interest; or

ii. The building is incapable of repair; or

iii. The demolition of the building is essential to delivering significant benefits to economic growth for the wider community; or

The repair of the building is not economically viable and that it has been marketed at a price to reflect its location and condition to potential restoring purchasers for a reasonable period.
Figure 13 - Category B Listed Building brought back into use - Opera House, Kilmarnock
16. Contact details for Planning

Planning and Economic Development
East Ayrshire Council
Johnnie Walker Bond
15 Strand Street
KILMARNOCK
KA1 1HU
Tel. No. 01563 576790

17. Useful links

East Ayrshire Council Planning: https://www.east-ayrshire.gov.uk/PlanningAndTheEnvironment/PlanningAndTheEnvironment.aspx


East Ayrshire Council Listed Buildings: https://www.east-ayrshire.gov.uk/PlanningAndTheEnvironment/Planning-applications/Planning-guidance/Listedbuildings.aspx

Historic Environment Scotland Portal: http://portal.historicenvironment.scot/

Buildings at Risk Register: https://www.buildingsatrisk.org.uk/

Planning Aid for Scotland: www.pas.org.uk

Historic Environment Scotland: https://www.historicenvironment.scot/

The Architectural Heritage Society of Scotland: http://www.ahss.org.uk/

Built Environment Forum Scotland: http://www.befs.org.uk/

The Scottish Civic Trust: http://www.scottishcivictrust.org.uk/

East Ayrshire Conservation Area Appraisals: https://www.east-ayrshire.gov.uk/PlanningAndTheEnvironment/Planning-applications/Planning-guidance/Supplementaryplanningguidance.aspx


Historic Environment Scotland Policy Statement, June 2016: https://www.historicenvironment.scot/archives-and-research/publications/publication/?publicationId=f413711b-bb7b-4a8d-a3e8-a619008ca8b5


Conservation Area Regeneration Scheme (CARS), Historic Environment Scotland: https://www.historicenvironment.scot/grants-and-funding/our-grants/conservation-area-regeneration-scheme-cars/

Details of other grant funding available, Historic Environment Scotland: https://www.historicenvironment.scot/grants-and-funding/our-grants/

East Ayrshire Supplementary Guidance, East Ayrshire Council: https://www.east-ayrshire.gov.uk/PlanningAndTheEnvironment/Planning-applications/Planning-guidance/Supplementaryplanningguidance.aspx