



DESIGN AND ACCESS STATEMENT

Minmore Mill, Minmore House, Glenlivet, Ballindalloch, AB37 9DB

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## Introduction

This application is for the Change of use, alteration and restoration of the existing Mill building at Minmore House to provide a 2-bedroom dwelling suitable for short term holiday rental.

The Design and Access Statement will outline the background to this application site, demonstrate the development of the proposed and provide justification for the proposed in reference to both National and Local Planning Policy and Guidance.

It is the position of the Applicant and Agent that the proposed works are in full compliance with all relevant Policies, are appropriate in their scale and proposed use.



## Context: Location/Site

The former Mill Building at Minmore House sits as part of a collection of buildings on the Minmore House site. These buildings are found in various states of repair, from fully refurbished cottages to semi-derelict.

The property sits bounded by a public Road to the East, a semi-derelict building to the North, private garden ground to the West and the grounds of Glenlivet Distillery to the South.

Access to the building is available by both an existing shared vehicle access to the East of the Minmore House site and via a lesser used gated access to the South-West.

Adjacent to the collection of farm buildings to the North are two short term let holiday cottages, previously developed by the current owner of the site and Minmore House itself.

The property sits within the boundary of the Cairngorm National Park and as such not only falls under the Planning considerations of the Local Authority but the National Park Authority Also.

The site is also surrounded by Crown Land, identified by the adjacent extract from the Crowns own records below.



Extract from Crown Estate mapping - Green Represents Crown Estate land

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View looking West to site along access road



View looking West to site from site access - Note existing visibility splay to right of image

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View looking West adjacent to application boundary on right side of image



View Looking West to site from public road

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View Looking West to site from public road



View looking North from B9008 - Note there are few breaks/opportunities to see across to site from this road due to mature bands of trees and hedges lining the roadside

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## Context: Existing Building

The Millhouse as it stands today is in a significant state of disrepair, having experienced a partial collapse of the roof and gable wall to the North Elevation. A photographic condition report has been submitted alongside this application to record the condition as found in 2023.

The proposals sit as a collection of two detached properties, with a void between that formerly housed the water wheel to the Mill. This wheel was removed some time ago, prior to the current ownership of the building.

The Mill Building is of a solid masonry construction, which appears to have originally been rendered, this has subsequently fallen off over time. The building has a 'split level' with vehicle access to the West elevation, sat at a storey higher than the rest of the property. It appears that the building originally was two storeys in some areas, however large sections of this second floor have been removed, assumed to be for agricultural storage purposes. This may have been a contributing factor to the collapse of the building.

The freestanding building adjacent to the Mill is primarily of masonry construction, with some areas of timber and metal corrugated infill. Assumed to be historic repairs. This freestanding building is in a significant state of disrepair and has clear evidence of movement, primarily due to trees taking root and growing within the wall.

The existing building is not listed and there are no listed properties within the applicants site including Minmore House.

To the South of the property there is an area of scrubland, which appears to have originally formed part of a yard area that had access to the Mill. This area of land appears to have been 'built up' over time to form a natural slope.



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## Context: Property History

The existing Mill building is what remains of a series of buildings located on the site, originally to have formed part of the Glenlivet Distillery estate of buildings.

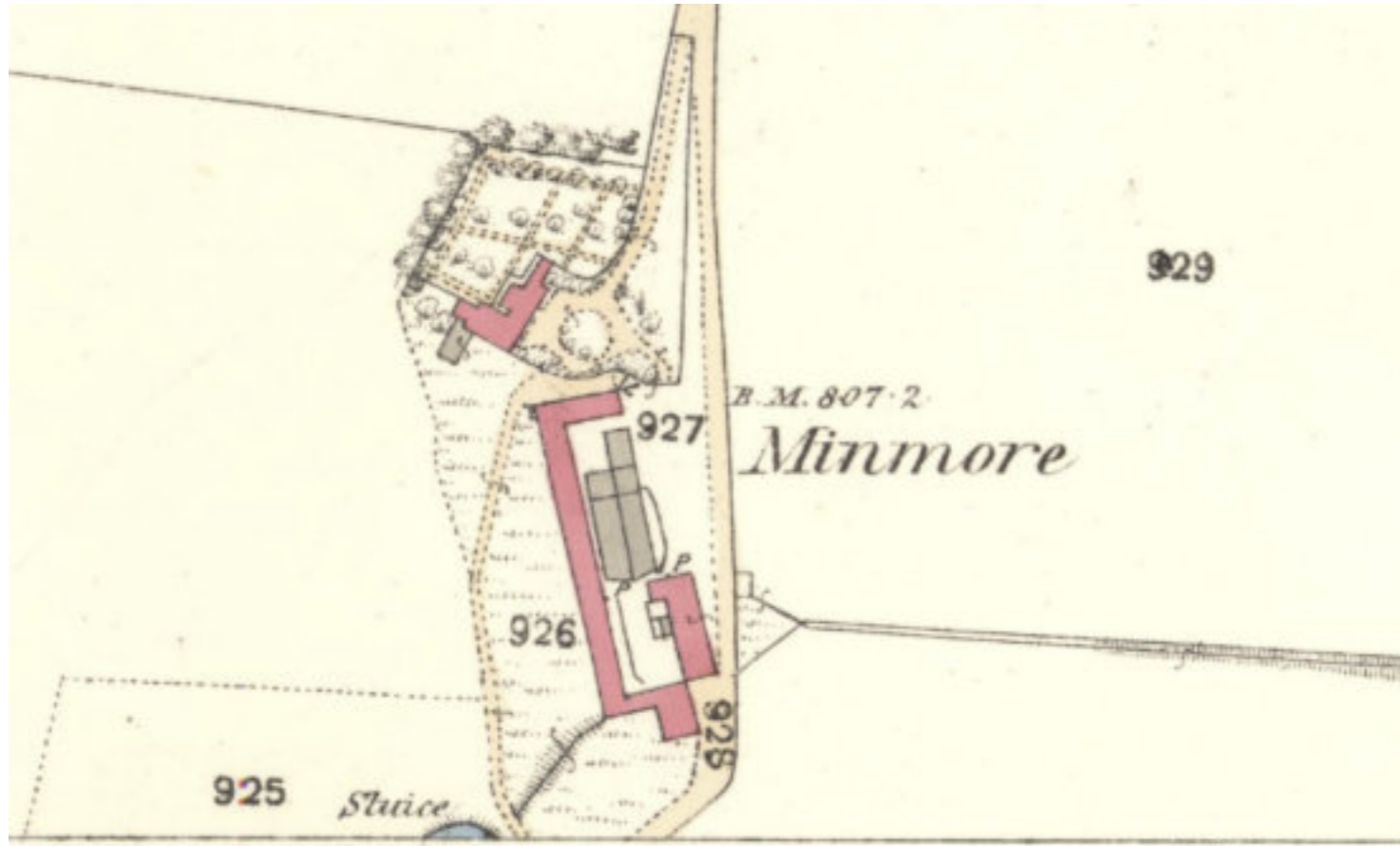
Historic records of the site primarily focus on Minmore House itself as this is considered the prominent and historically significant property, having been the former home of George Smith, the founder of the Glenlivet Distillery. As such there is no specific mention of the Mill Building within these records, however there are historic mappings that show a building on this site circa 1843-1883. Photographic records are minimal. The adjacent image, found within the Canmore National Records of the Historic Environment on this page shows an Aerial photograph taken in August 1930.

This photograph gives a sense of the density of buildings within the sites and surrounding area. The 'ad hoc' nature of its development is apparent with a great variety of stone, timber, and corrugated metal clad buildings. The existing Mill has been highlighted to identify it within this collection of buildings.

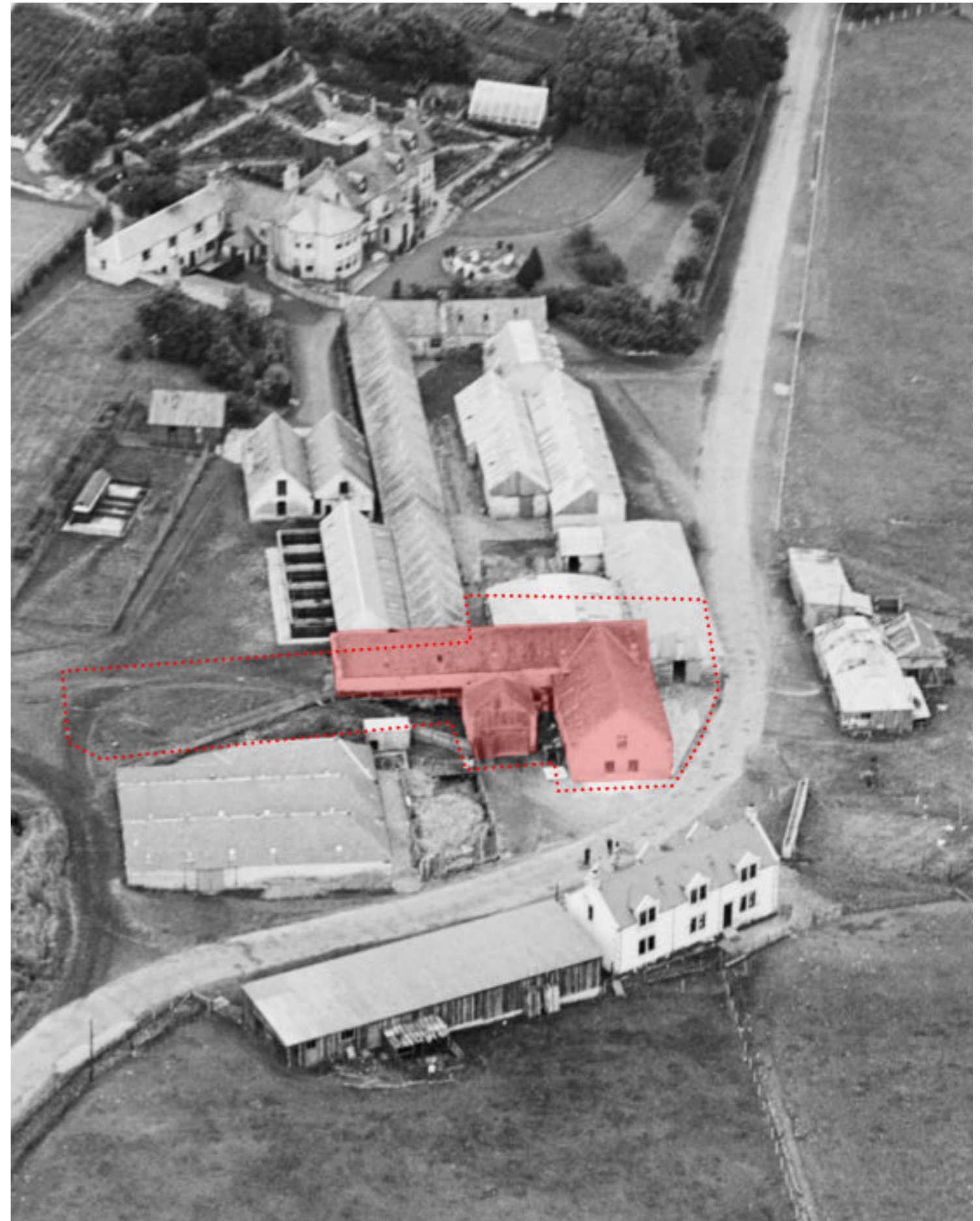
Records of when these various buildings were removed are not clear, however mapping shows several of them still in existence in 1972.

Today much of the site has been cleared to the North of the Mill, with a remaining 'bullpen/stables' and two short term let cottages sitting as detached properties. The grounds to the North-East of these buildings have been cleared and planted to provide green amenity space.

To the South of the Mill across the road all the existing buildings except for the former Minmore Farmhouse have been demolished.



1855-1882 Map extract showing Minmore House and Farm Buildings.



1930 Aerial photograph looking North

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**Context: Relevant Planning History**

The available planning history for the application site identified on the Council's online planning register is provided below.

**01/02023/FUL** | Convert extend and change of use of existing disused farm buildings to provide additional hotel and management accommodation at | Minmore House Hotel Glenlivet Ballindalloch Banffshire AB37 9DB

Approved - Mon 04 Mar 2002

**12/00700/APP** | Convert redundant steading to house at | The Coach House Minmore Glenlivet Ballindalloch Moray AB37 9DB

Approved - Wed 13 Jun 2012



The Coach House



Minmore Cottage

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## Appraisal: Planning Policy, Cairngorm National Park Policy and Guidance

The proposals have been developed and reviewed against National, strategic and local planning policies, notably those listed below;

*National Planning Framework 4 Scotland (NPF4)*

*Cairngorms National Park Local Development Plan 2021*

*Moray Council Local Development Plan 2020 Policies and Guidance*

*The Cairngorms Non-Statutory guidance: Policy 3 – Design and Placemaking*

National Planning Policy NPF4 was adopted by the Scottish Government on 13<sup>th</sup> February 2023. NPF4 provides a statutory framework for Scotland's long-term spatial development until 2045. The underlying theme relates to just transition and Conserving and recycling assets. The intention of which is to empower people to shape their places' and to 'make productive use of existing buildings, places and infrastructure and services.' Furthermore, support is given to the increased support of rural populations and communities.

This interpretation of NPF4 is further supported by Moray Councils Planning Policy Guidance documents, notably Policy 17 – Rural Homes, where it is stated ' The reuse of redundant or unused traditional stone and slate buildings in the countryside will be supported subject to compliance with MLDP policy DP4c).' The proposed works will provide a sensitive reuse of an historic building, retaining its character and appearance.

Moray Council DP4 section g) advises ' Proposals for... extensions to existing businesses in rural locations including tourism and distillery operations will be supported where there is a locational need for the site and the proposals is in accordance with all other relevant policies.' The proposals comply with this requirement and the applicant can demonstrate a demand for the expansion to their business in this setting in compliance with this policy. This policy further goes on to advise ' A high standard of design appropriate to the rural environment will be required and proposals involving the rehabilitation of existing properties (e.g. farm steadings) to provide business premises will be encouraged.' Again the proposals adhere fully with this requirement.

The Cairngorms National Park design guidance has been adhered to fully in the development of these proposals, Notably adhering to the principal stated in 3.5 *Converting Existing Building stock will be considered favorably where:*

a) the building is redundant for its original use, and is unlikely to have a commercial or economic future in its current form; and

b) the conversion works maintain the style and character of the original building in terms of form, scale, materials and detailing, where they contribute positively to the context and setting of the area.

The proposals are considered to be in accordance with the requirements under NPF4 *Tourism Policy Principles Policy 30 e) Development proposals for the reuse of existing buildings for short term holiday letting will not be supported where the proposal will result in:*

- i. An unacceptable impact on local amenity or the character of a neighbourhood or area; or
- ii. The loss of residential accommodation where such loss is not outweighed by demonstrable local economic benefits.

As the proposals will have a positive impact on the character and amenity of the area, restoring a derelict building in a sensitive manner and it does not remove any existing residential accommodation from the local area. The economic benefits must be viewed as positive as the proposals will support further tourism and employment in the area.

### 3.5 Converting existing building stock

Converting existing building stock will be considered favourably where:

- a) the building is redundant for its original use, and is unlikely to have a commercial or economic future in its current form; and
- b) the conversion works maintain the style and character of the original building in terms of form, scale, materials and detailing, where they contribute positively to the context and setting of the area.

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## Appraisal: Short Term Holiday let Viability

On the site of Minmore House there are currently two short term let accommodation available for bookings.

The applicant has operated both the Minmore Cottage and The Coach house as short term let accommodation for a significant number of years.

Both properties replaced/re purposed existing structures on the site and have been finished to an exceptionally high standard. They regularly receive positive feedback and 5-star reviews on various platforms.

The coach house is a three-bedroom property, whilst Minmore Cottage has two bedrooms. Through the applicant's experience and in discussion with various guests they have identified an increased demand for high quality 2 bedroom properties in the area for short term rentals.

The applicant's experience has aided in developing the brief for the proposals, where there is an expectation from guests that;

- Properties have 'character' and a traditional charm.
- Provide high quality finishes and fittings.
- Bedroom suites with ensuite.
- Functional layouts, with practical items such as boot rooms/Utility spaces
- Open plan living/dining and social spaces.
- Small easily maintained gardens and outdoor areas.
- Views to the surrounding countryside.

It is the expectation of the applicant that the proposals will meet these criteria and continue to see the success of the holiday let business on the site of Minmore House continue to thrive.

The addition of another property within the site for holiday rental would also enable the employment of staff to maintain and operate the properties, currently much of this work is undertaken by the applicants.



### Guest favourite

One of the most loved homes on Airbnb  
based on ratings, reviews and reliability

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## Concept: External Works

The proposed works look to strike a balance between a respectful retention of the character and appearance of the existing property, whilst also facilitating it to be upgraded in accordance with the current Building Regulations and expectations of a modern dwelling.

Due to the unstable nature of the existing structure, notably the roof and gables it is proposed to demolish these and reconstruct them. A general reduction in the height of the wall head to the building is proposed to reduce the effective volume and help minimise impact in terms of overshadowing to neighbouring properties and ground.

Retention of the existing structural openings and limiting the formation of new openings to only one on the less visible West elevation ensures the character and appearance of the original is retained.

Where possible all existing materials will be retained and re-purposed, ensuring as sustainable a refurbishment project as possible.

Demolition of the derelict corrugated building facilitates the formation of a fantastic sheltered 'courtyard' area, benefiting from natural light throughout the day.

Reinstatement of the 'missing' wheel will bring a real sense of character and place to the proposals, telling a very clear story of the buildings history.

Landscaping works to the site will be relatively minimal, with some regrading of the ground to the North entrance to facilitate an accessible entrance and parking. A small area of hard-standing is to be introduced to the East elevation, relating to the bedrooms in the proposals, providing an opportunity to enjoy the surrounding landscape in the morning sun.

There are to be limited new materials to be proposed, opting to retain and reuse wherever possible as a general rule.

Existing roof removed and replaced with natural slate roof.

Wall head height reduced to ensure a sympathetic scale in relation to existing adjacent buildings.

Existing openings maintained and fitted with highly efficient triple glazed units

All masonry elevations stripped of remaining render and pointing and re-pointed in Lime based Mortar

Solar PV panels to South Elevation of roof

Only one new opening to external elevation to facilitate access to outdoor area

Outdoor 'courtyard'  
Provide sheltered amenity.  
Exposed to afternoon and evening sun

Mill wheel to be re-instated.  
Considering options to install a wheel  
That can generate power.

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## Concept: Internal Alterations and Accessibility

The internal alterations are primarily focused on creating high quality and functional spaces fully accessible by all guests.

The site analysis, prospective views and proximity to the adjacent road have informed the positioning of bedrooms and living areas, opting to locate the bedrooms to the North-East corner of the property, where proximity to the road is reduced and the risk of noise impact reduced.

Locating the Living and kitchen area to the South of the building brings the benefit of multiple aspects to the spaces, with views to the East out to Ben Rinnes, to the South to the Glenlivet distillery and to the West to the amenity area and water wheel.

Bathrooms and utility spaces are located in the 'darker' areas of the plan, where they will be served by roof-lights.

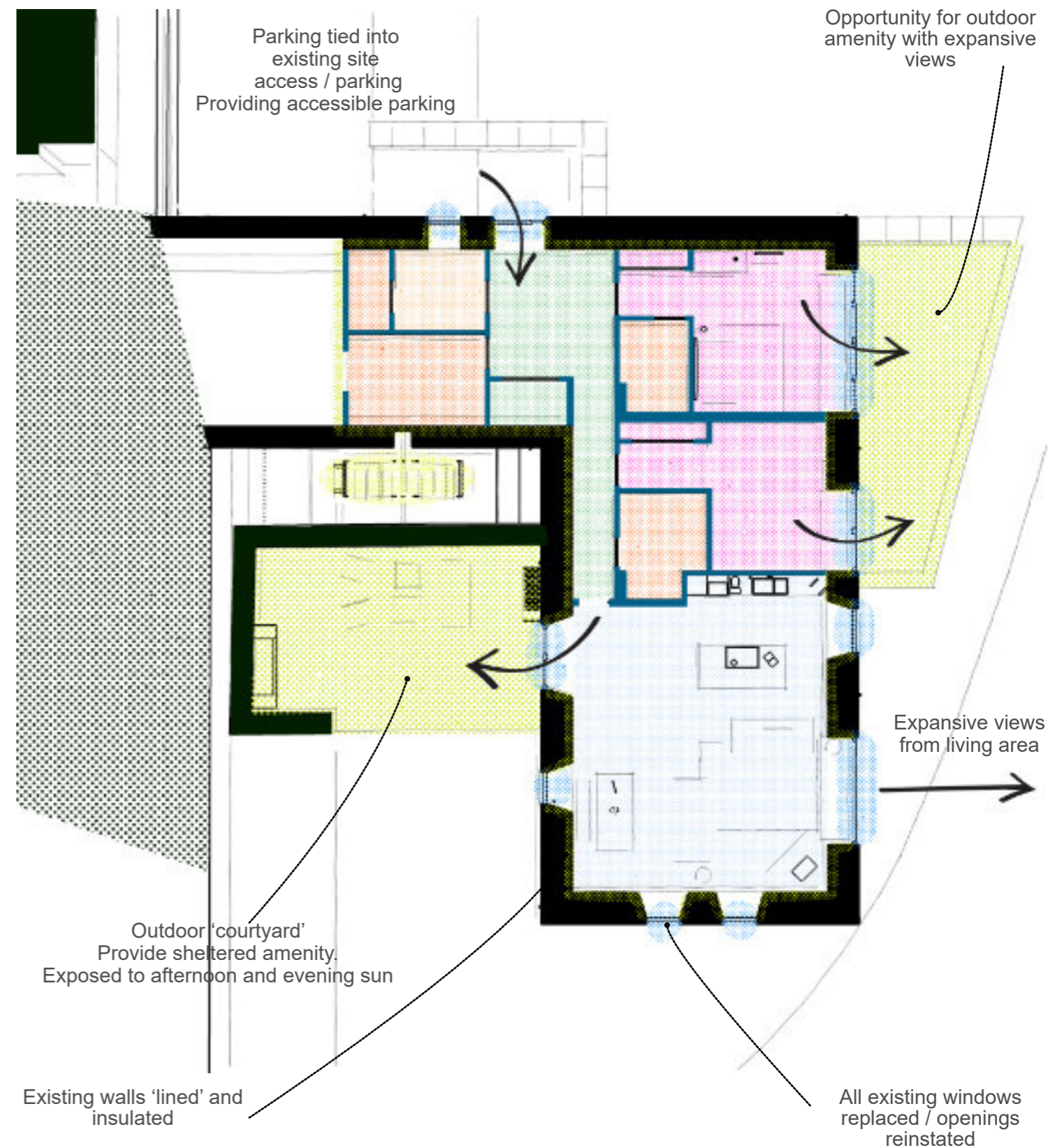
The main entrance is to be a low profile threshold, accessed via a DDA compliant ramp.

Circulation areas have a deliberate generosity of width and all doors provide a minimum 800mm clearance to ensure all rooms are fully accessible to wheelchair users.

In order to make the property habitable and to fully comply with the energy and sustainability requirements of the Technical Standards the external envelope of the building is to be 'framed' and insulated. As this is a solid wall construction the new insulated enveloped will effectively sit as a 'box within a box' maintaining a physical separation from the original stone walls.

The garage area of the building and the upper level store will not be insulated and the existing stone exposed internally, allowing this area of the building to be read as it would have been originally.

All proposed windows will be triple glazed and renewable technology will be introduced to the building in the form of solar PV panels to the South roof. There is also potential to harness the water wheel as a source of power, but the benefits of this have to be developed further by a specialist installer.



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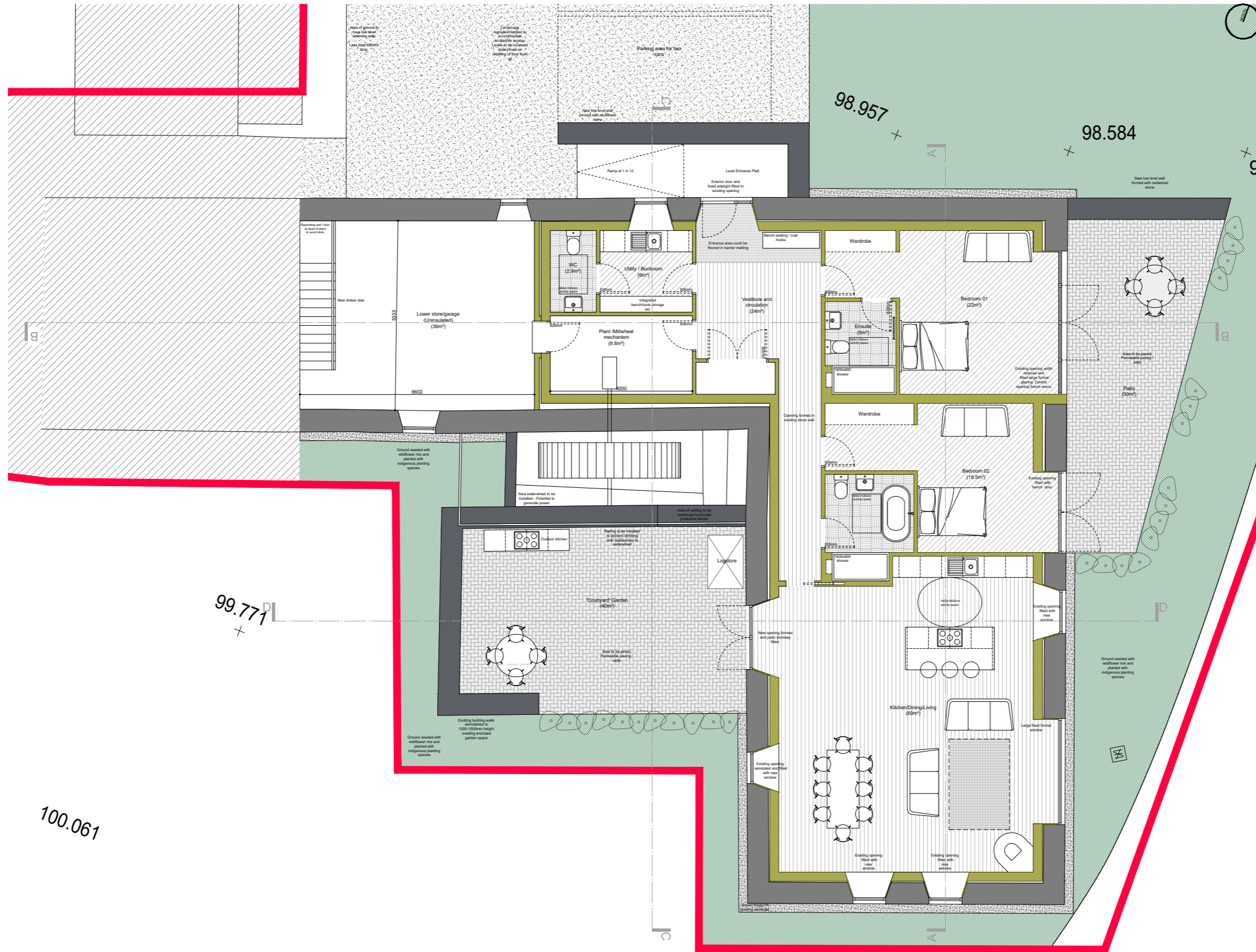
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Proposed: Lower Ground Floor



Proposed Lower Ground Floor Plan

Rev	Description	Date
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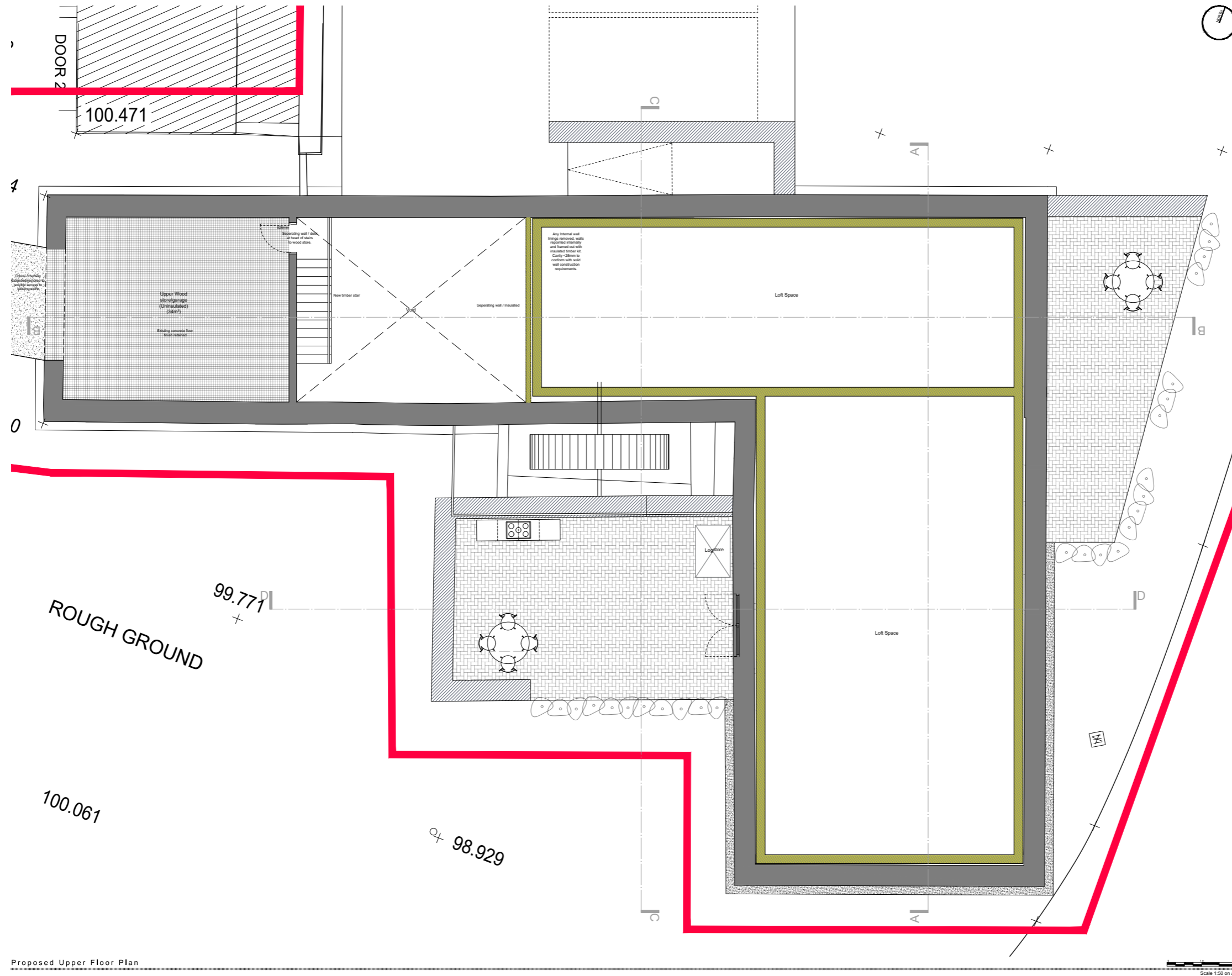
Title: PROPOSED GROUND FLOOR

DWG no: 0216-P-002 Rev: -

Scale: 1:50 @ A1 Date: 21.11.23

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 Tel: 07709 289 703 Web: www.etcharchitects.co.uk  
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Proposed: Upper Ground Floor



Proposed Upper Floor Plan

Rev	Description	Date
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App: Mr David Pethick

Project: Minmore Mill, Minmore, Glenlivet, AB37 9DB

Title: PROPOSED UPPER FLOOR PLAN

DWG no: 0216-P-003 Rev: -

Scale: 1:50 @ A1 Date: 21.11.23

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Scale 1:50 on A1

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## Proposed: Materials

It is proposed to use a restricted palette of materials in the works, with a particular focus on quality and longevity.

The existing stonework is proposed to have all historic render removed and mortar joints to be 'raked' to remove any loose debris. The stonework will then be brush cleaned with stiff brushes and water only, it is not proposed to use any chemical cleaning.

All masonry is then to be pointed with a lime based mortar, to ensure it remains breathable as a wall construction.

Should any areas of walling be discovered to be unsuitable for re-pointing it is proposed these would have their render reinstated in a lime based render with no additives to colouring.

The roof is to be reinstated as a Natural Slate roof with lead ridges and valleys.

All doors and windows are to be new to the existing, working within existing openings. Windows are to be Aluminium clad timber framed windows, with an Olive green finish externally.

As there are no remaining rainwater goods suitable for reuse all are to be replaced with Aluminium rainwater goods, with a silver/galvanised appearance, reminiscent of the agricultural style guttering found in the local area.

Boundary treatments are to be as minimal as possible in their impact, consisting of low level planting and small areas of boundary walling in reclaimed stone from the works.



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ELEVATION MATERIAL STUDY

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View North Elevation

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View North and East Elevation

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View East Elevation

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View East Elevation

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View East and South Elevation

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View South Elevation

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View South Elevation

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View West Elevation

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View West Elevation

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## Conclusion

The proposed works look to sensitively restore and secure the future of the former Mill and Minmore, a building currently in a state of dereliction.

Introducing a short term holiday let to the area continues to build on the success of an established tourism business.

The proposals do not remove any existing housing stock from the local market and are fully compliant with the relevant National and Local Planning Policy and Guidance.

It is hoped that the submitted proposals and this document have demonstrated this compliance and the considered nature in which they have been developed and as such their approval can be supported.



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