

**COMMITTEE:** Planning Committee  
**MEETING DATE:** 7 October 2025  
**BY:** Executive Director for Place  
**REPORT TITLE:** Application for Planning Permission for Consideration

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*Note: This application was called off the Scheme of Delegation List by Councillor Findlay for the following reason: Given the level of opposition both from residents of these streets and from the population of North Berwick as a whole, the Planning Committee should look at these applications and allow residents to give voice to their concerns so that local democracy can be seen to being followed.*

Application no. **25/00764/P**

Proposal Installation of parking meters, bollards and formation of hardstanding area

Location **Forth Street  
North Berwick**

Applicant East Lothian Council

Per Stantec UK Ltd

**RECOMMENDATION** Consent Granted

## **REPORT OF HANDLING**

### **PROPOSAL**

Planning permission is sought for the installation of three parking meters at Forth Street, North Berwick. Planning permission is also sought for the installation of bollards and the formation of a kerbed area at the site of one of the parking meters.

Of the three proposed parking meters, one would be positioned on the east side of the corner of Forth Street with Viewforth and one on the east corner of Viewforth with a lane leading to the beach (opposite Market Place). The other would be positioned on is what of the part of the public road on the north side of Forth Street opposite nos. 60a and 62 Forth Street. Around this meter would be formed a kerbed area with two 0.67m high black bollards on the west side of the parking meter.

The proposed parking meters would be sited within North Berwick Conservation Area.

The parking meters proposed to be instated would be MS1 Parking Terminals, measuring 317 x 305 x 1524mm high. They would have a black frontage housed within a high security stainless steel body, and protected with an anti-graffiti coating. They would be solar powered and would be able to accept cash or cashless payments (chip and pin or contactless card payments). It is stated in the application submissions that the proposed parking meters are compliant with all relevant standards for disabled access.

The proposed parking meters would operate using solar energy, therefore they would not require any cabling or connection to existing utilities and would operate independently. It is proposed that the parking meters would be bolted to the public footway surface meaning no excavation would be required.

A Design Statement has been submitted in support of the application, which states that the main driver of the proposals to install parking meters in North Berwick is to reduce current parking issues identified in the town. The Design Statement informs that it has been observed that during summer months in North Berwick, parking demand outweighs available capacity, leading to instances of inappropriate and unlawful parking, including includes misuse of the 90-minute waiting restriction at certain locations, where vehicles have been observed to be parked for up to 5-10 hours.

The Design Statement continues that the proposed parking meters should discourage unlawful parking, and in turn provide a benefit to existing residents and visitors to North Berwick with controlled and more frequent turnover of parking. The Design Statement further states that there would be an economic benefit as the revenue made from parking charges would be used towards the improvement of transport and parking infrastructure in the local area.

The Design Statement informs that North Berwick Conservation Area includes a variety of land uses including residential, retail, commercial, leisure and recreation. Milsey Bay and West Bay beaches, as well as the West Links Golf Course are also included within the Conservation Area boundary. In continues that in addition to its Conservation Area status, the North Berwick Conservation Area also contains numerous listed buildings, none of which would be adversely impacted by the proposed development given the location, scale and design of the proposed parking meters. None of the parking meters would be physically attached to any property including listed buildings.

This application is one of 12 applications proposing a total of 27 parking meters in different locations in North Berwick.

Since this application was registered revised drawings have been received omitting 2 additional parking meters that were originally proposed at locations on Beach Road, as Beach Road was not included in the application address on the planning application form.

## **THE DEVELOPMENT PLAN**

Section 25 of the Town and Country Planning (Scotland) Act 1997 requires that the application be determined in accordance with the development plan, unless material considerations indicate otherwise.

The development plan is National Planning Framework 4 (NPF4) and the adopted East Lothian Local Development Plan 2018 (LDP).

Policies 7 (Historic assets and places) and 14 (Design, quality and place) of NPF4 and Policies CH2 (Development Affecting Conservation Areas), DP2 (Design), NH11 (Flood Risk) and T2 (General Transport Impact) of the LDP are relevant to the determination of the application.

Material to the determination of the application is Sections 64 of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997.

Section 64 of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 requires that a planning authority must pay special attention to the desirability of preserving or enhancing the character or appearance of the area in which the building is located.

## **REPRESENTATIONS**

There have been nine written representations received to this application, all of which object to the proposed development.

The main grounds of objection can be summarised as follows:

- \* Viewforth is very narrow and use of the parking meter would restrict access for emergency vehicles.
- \* The proposed parking meters would amount to a disfigurement of the conservation area with street clutter and visual affronts;
- \* The address for the parking meters is incorrect;
- \* Applications for parking meters should not be split into separate applications and the cumulative impact should be considered;
- \* Individual applications fundamentally misrepresent the scale and impact of the provision of parking meters;
- \* The submitted Design Statement is inadequate;
- \* There are far too many parking meters proposed;
- \* The impact of the meters would be visually harmful. Their significant cumulative number, size, prominence and associated signage and poles would give rise to an

unacceptable adverse impact upon the North Berwick Conservation Area and, in many cases, upon the setting of nearby listed buildings;

- \* The development would neither preserve nor enhance the Conservation Area or the settings of nearby listed buildings;

- \* The setting of listed buildings would be harmed;

- \* There would be a harmful cumulative impact from the proposed parking meters

- \* The proposed parking meters would be on narrow footways and cause an obstruction for pedestrians, the visually impaired and wheelchair users;

- \* The Council is not listening to residents by introducing parking charges;

- \* Issues regarding parking permits;

- \* The proposed parking meters would result in a loss of privacy, and;

- \* People having to cross the road to use the parking meters would be a road safety hazard.

It should be noted this application proposes the installation of parking meters only and the planning assessment of it can consider only the merits of the proposed structures. The matter of parking controls/charging and the impact of that is not a material consideration in the determination of this application.

There is no impediment to the Council being applicant and, as Planning Authority, deciding on the application. Planning Circular 3/2009 states that sometimes, as well as being the decision-maker on a planning application, a planning authority will have some other interest in the proposed development, for example as the developer or the owner of the land. This in itself is not unreasonable; in fact it is quite normal and occurs regularly. In these circumstances though, it is essential that the planning authority does not allow any possible conflict of interest to have an undue influence on its planning assessment. Planning authorities generally exercise their duties fairly in such matters, recognising how essential it is that probity is scrupulously observed.

In certain circumstances, to protect the integrity of the planning system, where the Planning Authority has an interest, applications must be notified to Scottish Ministers where the proposed development would involve a significant departure from the authority's own development plan or there is an objection by a Government agency, neither of which applies in this case.

## **COMMUNITY COUNCIL COMMENTS**

North Berwick Community Council as a consultee on the application object to the proposed development. The Community Council advise that the Council has a duty under the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 to ensure the character and appearance of the Conservation Area are preserved or enhanced, and state that the proposed parking meters are sizeable columns in a number of different locations within the Conservation Area and, whilst certain individual locations may be more discrete or less obtrusive than others, when considered together it is a fact that they do not preserve the character underpinning the designation of the Conservation Area and certainly do not enhance it.

The Community Council advise that this is just one application, but the cumulative impact of all of the meters will also be a consideration. They state that the submitted Design Statement assesses impact on trees and listed buildings, but fails in its fundamental purpose by not assessing or otherwise referring to the impact on the Conservation Area.

The Community Council state that for one of the meters the pavement is narrow making it very difficult for large electric wheelchairs or double buggies to squeeze past, views would be spoiled by the meters, and one would be positioned in the middle of the road, protected by two small bollards, in a very narrow part of the road, which is already difficult to navigate for bigger trucks which is waiting for an accident to happen.

The Community Council state that no objective planning assessment can conclude that the parking meters meet the test in LDP Policy CH2, so consequently the application is contrary to that policy and they recommend that planning permission be refused.

## **ENVIRONMENTAL IMPACT ASSESSMENT**

Under the provisions of The Town and Country Planning (Environmental Impact Assessment) (Scotland) Regulations 2017 the proposed development falls within the category of a Schedule 2 Development, being one that may require the submission of an Environmental Impact Assessment (EIA). Schedule 3 of The Town and Country Planning (Environmental Impact Assessment) (Scotland) Regulations 2017 sets out the selection criteria for screening whether a Schedule 2 development requires an EIA. On 24 March 2025 the Council issued a formal screening opinion to the applicant. The screening opinion concludes that it is East Lothian Council's view that the proposed development, individually or cumulatively with other proposed parking meters in North Berwick, is not likely to have a significant effect on the environment such that consideration of environmental information is required before any grant of planning permission. It is therefore the opinion of East Lothian Council as Planning Authority that there is no requirement for the proposed development to be the subject of an EIA.

## **PLANNING ASSESSMENT**

The proposed parking meters would be of a slim linear form and design, being only 317mm across by 305mm in width and 1524mm high.

The proposed parking meter to be positioned on the east side of the corner of Forth Street with Viewforth (shown in Inset C on the submitted drawings) would be viewed as a relatively small structure with the backdrop of larger buildings it would be positioned beside. It would be seen in the context of existing street furniture in the form of a parking information pole sign and a small utility cabinet with which it would have a visual relationship. It would also typically be viewed in the context of parked vehicles. Due to its position and by its relatively small size, scale and form the proposed parking meter would not appear harmfully prominent, intrusive or incongruous in the street scene and would not result in any harmful visual or landscape impact. It would not be inappropriate to its setting on the public footway

and would not be harmful to but would preserve the character and appearance of the North Berwick Conservation Area.

The proposed parking meter to be positioned on the east corner of Viewforth with a lane leading to the beach (opposite Market Place, shown in Inset B on the submitted drawings) would be viewed as a relatively small structure with the backdrop of larger buildings it would be positioned beside. It would be seen in the context of existing street furniture in the form of concrete bollards, a litter bin and benches with which it would have a visual relationship. Due to its position and by its relatively small size, scale and form the proposed parking meter would not appear harmfully prominent, intrusive or incongruous in the street scene and would not result in any harmful visual or landscape impact. It would not be inappropriate to its setting on the public footway and would not be harmful to but would preserve the character and appearance of the North Berwick Conservation Area.

The proposed parking meter to be positioned on what is part of the public road on the north side of Forth Street opposite nos. 60a and 62 Forth Street (shown in Inset A on the submitted drawings) would be viewed as a relatively small structure with the backdrop of larger buildings it would be positioned in front of. It would be seen in the context of existing street furniture in the form of a parking information pole sign and lamp posts with which it would have a visual relationship. Around this meter would be formed a kerbed area with two 0.67m high black bollards. Although these would all be positioned in what is now part of the public road, this small build out would not project further into the road than the existing marked parking bays and would be viewed as an extension to the existing footway. Due to their positioning and by their relatively small size, scale and form the proposed parking meter, kerbed area and bollards would not appear harmfully prominent, intrusive or incongruous in the street scene and would not result in any harmful visual or landscape impact. They would not be inappropriate to their setting and would not be harmful to but would preserve the character and appearance of the North Berwick Conservation Area.

Given the distance between the other parking meters proposed elsewhere in North Berwick and the intervening land and buildings between them, the proposed parking meters would not lead to any harmful cumulative impact.

The proposed parking meters would not cause a loss of amenity to any neighbouring residential property.

The **Council's Landscape Officer** acknowledges that the application site lies within the North Berwick Conservation Area. The Landscape Officer advises that due to the small size and scale of the proposed parking meters they would not harm the character or appearance of the Conservation Area. The Landscape Officer therefore raises no landscape objection to the application.

The **Council's Archaeology/Heritage Officer** advises that although the location of the proposed parking meters lie within the Conservation Area, he is satisfied that that there would be no harmful impact on the historic environment and he therefore raises no objection to the application.

The **Council's Flooding & Structures Officer** advises that SEPA's Flood Hazard Mapping indicates that the site is not at risk from a flood event with a return period of 1 in 200 years, plus climate change. That is the 0.5% annual risk of a flood occurring in any one year, with an allowance for climate change. The Flooding & Structures Officer advises that in any event, the proposed parking meters would not create any more catchment of surface water and would not have any significant effect on the storage capacity of the functional flood plain, nor would they affect local flooding problems. The Flooding & Structures Officer therefore raises no objection to the application on the grounds of flood risk.

The **Council's Road Services** advise that the location of the proposed parking meter as shown in Inset B is acceptable as adequate pedestrian space would remain on the section of footway where it would be installed. Road Services therefore raise no objection to the installation of that parking meter subject to it being installed in such a way that it allows at least 1.2 metres unobstructed clear footway width for users of the footway, which they have confirmed is achievable.

The Council's Road Services advise that the location of the proposed parking meter and associated infrastructure as shown in Inset A requires the proposed physical infrastructure (bollards and kerbed area) to be provided to protect the meter and users from unintended vehicle strikes, and therefore recommends that a Stage 2 Road Safety Audit will be required for the detailed design of the development, and a further Stage 3 Road Safety Audit must also be provided. Road Services also advise that a detailed drainage assessment will be required to be submitted to ensure the proposed kerbed buildout does not cause localised ponding or flooding issues.

Road Services advise that the location of the proposed parking meter as shown in Inset C is acceptable, as it would be within a shared space on Viewforth where pedestrians can utilise the full road space on this very short road. Road Services advise that it should be noted that the existing kerbs adjacent to this proposed parking meter may need some localised adjustments to ensure there is a level surface for all users to navigate past the meter, and therefore recommend that a detailed topographical survey of this location is provided to ascertain if some localised works to adjust kerb heights is required.

Subject to the above recommended control, which can competently be imposed as conditions on a grant of planning permission, Road Services raise no objection to the application.

On all the above considerations the proposed parking meters are consistent with Policies 7 and 14 of NPF4 and Policies CH2, DP2, NH11 and T2 of the LDP.

The proposal is considered to be in accordance with the provisions of the stated relevant Development Plan policies and there are no material considerations which outweigh the proposal's accordance with the Development Plan.

## CONDITIONS:

- 1 The development hereby approved shall begin before the expiration of 3 years from the date of this permission.

Reason:

Pursuant to Section 58 of the Town and Country Planning (Scotland) Act 1997 as amended.

- 2 The parking meter to be installed in the location as shown in Inset B on docketed drawing no. 332611186-STN-GEN-XX-DR-TP-0407 Rev P04 as hereby approved shall be installed such that it allows at least 1.2 metres unobstructed clear footway width to remain available for users of the footway.

Reason:

In the interests of road and pedestrian safety.

- 3 Prior to the commencement of development, a detailed drainage assessment shall be submitted to and approved by the Planning Authority for the parking meter to be installed in the location as shown in Inset A on docketed drawing no. 332611186-STN-GEN-XX-DR-TP-0407 Rev P04 to demonstrate the proposed kerbed buildout will not cause localised ponding or flooding issues. The parking meter shall be installed in accordance with the findings of the detailed drainage assessment as so approved.

Reason:

In the interests of flood management.

- 4 Prior to the commencement of development a Stage 2 Road Safety Audit shall be submitted to and approved by the Planning Authority, which shall be undertaken for the detailed design of the parking meter to be installed in the location as shown in Inset A on docketed drawing no. 332611186-STN-GEN-XX-DR-TP-0407 Rev P04, and associated infrastructure, and shall include an implementation programme describing when measures identified in the audit will be provided in relation to construction of the parking meter and any associated infrastructure.

The Road Safety Audit shall be carried out in accordance with the most recent revision of GG119 Road Safety Audit.

Reason:

In the interests of road and pedestrian safety.

- 5 Immediately following completion of the works to install the parking meter and associated infrastructure in the location as shown in Inset A on docketed drawing no. 332611186-STN-GEN-XX-DR-TP-0407 Rev P04, the date of which shall be provided in writing to the Planning Authority, a Stage 3 Road Safety Audit - Post Opening shall be submitted to and approved by the Planning Authority.

The Road Safety Audit shall be carried out in accordance with the most recent revision of GG119 Road Safety Audit.

- 6 Prior to development commencing to install the parking meter in the location as shown in Inset C on docketed drawing no. 332611186-STN-GEN-XX-DR-TP-0407 Rev P04, a detailed topographical survey of the location for the meter shall be submitted to and approved by the Planning Authority, and shall include an implementation programme describing when measures identified in the survey will be provided in relation to construction of the parking meter.

Reason:

In the interests of road and pedestrian safety.