



Business Centre G.2 Waverley Court 4 East Market Street Edinburgh EH8 8BG Tel: 0131 529 3550 Email: planning@edinburgh.gov.uk

Applications cannot be validated until all the necessary documentation has been submitted and the required fee has been paid.

Thank you for completing this application form:

ONLINE REFERENCE 100626219-007

The online reference is the unique reference for your online form only. The Planning Authority will allocate an Application Number when your form is validated. Please quote this reference if you need to contact the planning Authority about this application.

Description of Proposed Works to Listed Building

Are the proposals to alter, extend or demolish the listed building(s)? *

Yes No

If Yes, please provide further details: * (Max 500 characters)

The proposal is for a change of use of the existing B-listed, vacant former car rental facility to form a 50 bed hotel with associated facilities.

Has the work already been started and/or completed? *

No Yes – Started Yes - Completed

Please Note: it can be a criminal offence to undertake works that require listed building consent in advance of obtaining consent.

Applicant or Agent Details

Are you an applicant or an agent? * (An agent is an architect, consultant or someone else acting on behalf of the applicant in connection with this application)

Applicant Agent

Agent Details

Please enter Agent details

Company/Organisation:	Hackland + Dore Architects		
Ref. Number:		You must enter a Building Name or Number, or both: *	
First Name: *	Hackland + Dore	Building Name:	
Last Name: *	Architects	Building Number:	88
Telephone Number: *	0131 538 7707	Address 1 (Street): *	Commercial Street
Extension Number:		Address 2:	Commercial Quay
Mobile Number:		Town/City: *	Edinburgh
Fax Number:		Country: *	United Kingdom
		Postcode: *	EH6 6LX
Email Address: *	alain.schreiber@hackland-dore.com		

Is the applicant an individual or an organisation/corporate entity? *

Individual Organisation/Corporate entity

Applicant Details

Please enter Applicant details

Title:	Other	You must enter a Building Name or Number, or both: *	
Other Title:		Building Name:	
First Name: *		Building Number:	3
Last Name: *		Address 1 (Street): *	Walker Street
Company/Organisation	Edinburgh Picardy Place Limited	Address 2:	
Telephone Number: *		Town/City: *	Edinburgh
Extension Number:		Country: *	United Kingdom
Mobile Number:		Postcode: *	EH3 7JY
Fax Number:			
Email Address: *			

Site Address Details

Planning Authority:

City of Edinburgh Council

Full postal address of the site (including postcode where available):

Address 1:

10 PICARDY PLACE

Address 2:

NEW TOWN

Address 3:

Address 4:

Address 5:

Town/City/Settlement:

EDINBURGH

Post Code:

EH1 3JT

Please identify/describe the location of the site or sites

Northing

674442

Easting

325976

Existing and Proposed Uses

Please describe the current use: * (Max 500 characters)

Vacant multi-storey car rental facility with associated storage, maintenance and office space.

Please describe the proposed use: * (Max 500 characters)

50 bed hotel with associated facilities.

Pre-Application Discussion

Have you discussed your proposal with the planning authority? *

Yes No

Pre-Application Discussion Details Cont.

In what format was the feedback given? *

Meeting Telephone Letter Email

Please provide a description of the feedback you were given and the name of the officer who provided this feedback. If a processing agreement [note 1] is currently in place or if you are currently discussing a processing agreement with the planning authority, please provide details of this. (This will help the authority to deal with this application more efficiently.) * (max 500 characters)

The general principle of the re-use and conversion of the currently vacant listed building can be supported. Furthermore, the proposed hotel use would support the vibrancy of the city centre at this location in area of ongoing development. However, the numerous historic designations associated with the site, surrounding area and building require significant consideration, specifically where external alterations are proposed to ensure a sensitive approach is utilised.

Title:	Mr	Other title:	
First Name:	Jay	Last Name:	Skinner
Correspondence Reference Number:	22/03897/PREAPP	Date (dd/mm/yyyy):	09/03/2023

In what format was the feedback given? *

Meeting Telephone Letter Email

Please provide a description of the feedback you were given and the name of the officer who provided this feedback. If a processing agreement [note 1] is currently in place or if you are currently discussing a processing agreement with the planning authority, please provide details of this. (This will help the authority to deal with this application more efficiently.) * (max 500 characters)

Vacant former car rental facility to form a 51-bed hotel with associated facilities (as amended). At 10 Picardy Place Edinburgh EH1 3JT. LBC application: Granted.

Title:	Mr	Other title:	
First Name:	Seán	Last Name:	Fallon
Correspondence Reference Number:	23/01788/LBC	Date (dd/mm/yyyy):	04/04/2024

In what format was the feedback given? *

Meeting Telephone Letter Email

Please provide a description of the feedback you were given and the name of the officer who provided this feedback. If a processing agreement [note 1] is currently in place or if you are currently discussing a processing agreement with the planning authority, please provide details of this. (This will help the authority to deal with this application more efficiently.) * (max 500 characters)

A new LBC would be required if you wanted a formal decision on the variations. It might be that the variation would not affect the listed building's character as a building of special architectural or historic interest when considered under section 6 of the Planning (Listed Building and Conservation Areas) (Scotland) Act 1997, but you would need to make that case. This could be done perhaps by demonstrating alterations to the exiting basement condition and their effects.

Title:	Mr	Other title:	
First Name:	Seán	Last Name:	Fallon
Correspondence Reference Number:	HD1081-PicardyPlace-	Date (dd/mm/yyyy):	21/05/2025

Note 1. A Processing agreement involves setting out the key stages involved in determining a planning application, identifying what information is required and from whom and setting timescales for the delivery of various stages of the process.

Listed Building Category

Please state the category of listing (if known) of the building in the list of Buildings of Special Architectural or Historic interest: *

- Category A
- Category B
- Category C
- A (Group)
- B (Group)
- Ecclesiastical Category A
- Ecclesiastical Category B
- Ecclesiastical Category C
- Don't Know

Demolition of Listed Building

Does the proposal involve demolition of a listed building or a building within the curtilage of a listed building? *

- Total or substantial demolition of the listed building
- Total or substantial demolition of a building within the curtilage of the listed building
- Other (partial demolition or alterations)

Listed Building Alterations

Do the proposed works include alterations and/or extension to a listed building? *
(This may be in addition to any demolition works specified previously)

Yes No

Does the proposal include:

Works to the exterior of the building? This would include works to any structure or object fixed to the building
Or to any other buildings within its curtilage: *

Yes No

Works to the interior of the building? This should include any stripping out of any internal features eg. Wall,
Ceiling, plasterwork, joinery, panelling, fireplaces, chimney pieces, staircases, ironmongery, doors, flooring,
Floor finishes/floorboards, tiling, stencilled decoration, fixed furniture and fittings, including machinery: *

Yes No

Please state the number of attachments you will be including with this proposal, this may include plans, drawings and photographs sufficient to identify the location, extent and character of the items to be altered, extended or removed, and the proposal for their replacement, including any new means of structural support and detailed specification of proposed finishing materials.

Number of plans, drawings and photographs in total? *

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Proposal Relating to Listed Building

Are there any current applications or existing consents or permissions for this site? *

Yes No

Proposals Relating to Listed Building

Please describe the application and include the planning application reference number(s), if known: (Max 500 characters)

Non-material variation to consent 23/01789/FUL. It is proposed to: Introduce a dining room and associated preparation area for the hotel residents at LGF Relocate 3 bedrooms and the staff area within LGF and to the 4F Relocate plant equipment to the roof Introduce 2 in-line conservation rooflight windows in the pitched roof at the rear for daylight Include a bar within the hotel reception lobby, serving drinks to residents only, and add an office Introduce new accessible toilet at LGF

Reference Number

Are you submitting an application for Planning Permission, Conservation Area Consent or other consent at the same time as this application? * Yes No

If Yes, please provide further details: * (Max 500 characters)

Non-material variation to consent 23/01789/FUL. It is proposed to: Introduce a dining room and associated preparation area for the hotel residents at LGF Relocate 3 bedrooms and the staff area within LGF and to the 4F Relocate plant equipment to the roof Introduce 2 in-line conservation rooflight windows in the pitched roof at the rear for daylight Include a bar within the hotel reception lobby, serving drinks to residents only, and add an office Introduce new accessible toilet at LGF

Planning Service Employee/Elected Member Interest

Is the applicant, or the applicant's spouse/partner, either a member of staff within the planning service or an elected member of the planning authority? * Yes No

Certificates and Notices

Certificate and Notice

The Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997

The Town and Country Planning (Listed Building and Buildings in Conservation Areas) (Scotland) Regulations 1987

One Certificate must be completed and submitted along with this form; either Certificate A, Certificate B or Certificate C.

Are you the sole owner of ALL the land/building relevant to this proposal? * Yes No

Are you able to identify and give appropriate notice to ALL the other owners? Yes No

Certificate Required

The following Land Ownership Certificate is required to complete this section of the proposal:

Certificate B

Certificates

The certificate you have selected requires you to distribute copies of the Notice 1 document below to all of the owners that you have provided before you can complete your certificates.

Notice 1 is required

I understand my obligations to provide the above notice before I can complete the certificates. *

Land Ownership Certificate

Certificate and Notice

The Planning (Listed Buildings and Conservation Areas) (Scotland) act 1997

The Town and Country Planning (Listed Buildings and Buildings in Conservation Areas) (Scotland) Regulations 1987

Certificate B

I hereby certify that –

(1) - I have/The Applicant has served notice on every person other than myself/the applicant who, at the beginning of the period of 21 days ending with the date of the accompanying application was owner [note 1] of any part of the land to which the application relates.

Name:

Address:

Date of Service of Notice: *

Signed: Hackland + Dore Architects

On behalf of: Edinburgh Picardy Place Limited

Date: 08/08/2025 11:04:44

Note 1 – Any person who, in respect of any part of the land, is the owner or is the lessee under a lease thereof of which not less than 7 years remain unexpired.

Checklist – Application for Listed Building Consent

Please complete the following checklist to make sure you have provided all the necessary information in support of your application. Failure to submit the necessary information may result in your application being deemed invalid. The planning authority will not start processing your application until it is valid.

A Location plan which identifies the land to which the application relates drawn to an identified scale
And showing the direction of north. * Yes No

A copy of other detailed plans, drawings, photographs (with annotations to describe the details of
Materials and workmanship) as necessary to describe your proposals. * Yes No

Elevations. * Yes No

Floor Plans. * Yes No

Roof Plan. * Yes No

Does your plan include:

- | | |
|---------------------------------------|---|
| Sections. * | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Perspectives of Photomontages. * | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Block Plan. * | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Special Detailed Drawing. * | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Detailed specification of finishes. * | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Current or old photographs. * | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |

What other information are you submitting in support of your application? *

- Design Statement.
- Supporting Statement.
- Condition Survey Report.
- Feasibility Study.
- Development Appraisal.
- Environmental Impact Statement.
- Conservation Survey/Statement/Plan.
- Other.

Declare – Listed Building Consent

I, the applicant/agent certify that this is an application for listed building consent as described in this form the accompanying plan/drawings and additional information.

Declaration Name: Mr Hackland + Dore Architects

Declaration Date: 11/08/2025