

# **Pembrokeshire Coast National Park Authority**

## **Pembrokeshire Coast National Park Replacement Local Development Plan**

### **Preferred Strategy Site Submission Form Guidance Notes**

1. The purpose of this guidance note is to provide supporting information for those who have already submitted sites at Candidate Site stage and wish to make a change to the site submitted or for those proposing new sites for consideration.<sup>1</sup>
2. Sites can be submitted for housing (including affordable), employment, retail, commercial, leisure/recreation, Gypsy and Traveller accommodation or mixed use proposals.
3. Sites can also be submitted to protect areas of land such as an open space, or a green wedge.
4. Please note that there is no commitment that all sites will be taken forward. The Authority will use the Preferred Strategy Site Assessment Methodology Background Paper alongside the agreed Preferred Strategy to assess submissions.
5. There is no charge from the National Park Authority for assessing sites. (Please note that the Authority charges for photocopying and printed copies of documents that are available online. Charges from other bodies may apply).
6. Ordnance Survey plans can be purchased on-line via the Welsh version of the Planning Portal Wales website or Ordnance Survey website or from other sources including bookshops. Also, existing Local Development Plan maps can be used and are available to download from the Authority's website.

<http://www.pembrokeshirecoast.org.uk/default.asp?PID=546>

7. Please complete all questions if possible. The exception to this is those seeking open space or green wedge protection. Just the Personal Details and Site Details section requires completion. The submission will need to be accompanied by a map.

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<sup>1</sup> Local Development Plan Manual Edition 2 August 2015, paragraphs 6.5.1.4 to 6.5.1.6

8. Where insufficient information has been submitted, the Authority may request that it be provided in order to properly consider the site. Following an initial appraisal the Authority may need to contact you and ask for further information. A Financial Viability Assessment Proforma may be forwarded to you if you submit a residential development proposal.

## Section 1

### Site Details - What to include in your submission

9. The minimum information required for each submission to be considered must include:
  - a) A completed Site submission form. A new form must be completed for each separate site submitted.
  - b) An up to date plan of the site (preferably on an OS base, scale 1:1250 or 1:2500) with the site edged with a **RED** line and a **BLUE** line drawn around any immediately adjoining land in the same ownership.
  - c) Any additional information relevant to the site that would be useful in considering its suitability for development.
  - d) Site size (housing) – land will be allocated for sites of 5 or more residential units and are capable of accommodating 2 or more affordable dwellings. 5 dwellings roughly equates to 0.15 hectares (0.37 acres) in size.
  - e) Sites (housing) which are unlikely to accommodate 5 or more houses will be assessed as a small site and will be considered as part of the exercise to revisit Centre boundaries and the creation of new Centres.
  - f) Site size for proposals other than housing should be a minimum of 0.15ha. Sites over 2ha are generally not considered appropriate within the National Park although they will be assessed if submitted.
  - g) Sites proposed for community use but not under community ownership should be supported with evidence as to probability, e.g. how likely is it that the landowner will sell or release the land or is the necessary funding available or been promised.

### General Information

10. **National Park Designation** – The National Park Purposes are set out in the 1995 Environment Act and are fundamental to the work done by the National Park Authority and other bodies working in the National Park. The Purposes are:

- **Conservation and enhancement** ‘to conserve and enhance the natural beauty, wildlife and cultural heritage of the National Parks’.
  - **Understanding and enjoyment** ‘to promote opportunities for the understanding and enjoyment of the special qualities [of the Parks] by the public.’
11. These are underpinned by the Sandford Principle which asserts the primacy of the first Purpose over the second in cases of irreconcilable conflict. Reflecting that National Parks are living landscapes with a resident population, there is also a **duty** in taking forward the Park Purposes to: ‘*foster the economic and social well-being of local communities, within the National Park*’. This duty should be fulfilled in the pursuit of National Park Purposes.

See the National Park Management Plan -  
<http://www.pembrokeshirecoast.org.uk/default.asp?PID=196>

Supplementary Planning Guidance produced by the National Park Authority relating to landscape matters under the current Local Development Plan may also assist -  
<http://www.pembrokeshirecoast.org.uk/default.asp?PID=250>

12. **Special qualities** – these are the characteristics and features of the National Park which individually or in combination contribute to making this National Park unique. For further information please see the National Park Management Plan

[http://www.pembrokeshirecoast.org.uk/Files/files/Management%20Plan/Final%20Management%20Plan%202015-19/National%20Park%20Management%20Plan%202015-2019%20\(Eng\)%20www.pdf](http://www.pembrokeshirecoast.org.uk/Files/files/Management%20Plan/Final%20Management%20Plan%202015-19/National%20Park%20Management%20Plan%202015-2019%20(Eng)%20www.pdf)

Also Policy 8 of the current Local Development Plan:  
<http://www.pembrokeshirecoast.org.uk/Files/Files/Dev%20Plans/LDPTxtEng/LDP4A.pdf#Start>

13. **Housing and Affordable Housing** – for further information please see the Authority’s Supplementary Planning Guidance on Affordable Housing:  
<http://www.pembrokeshirecoast.org.uk/default.asp?PID=666>

Also Section 9.2 of Planning Policy Wales (Edition 9, November 2016) published by the Welsh Government:  
<http://gov.wales/docs/desh/publications/161117ppw-chapter-9-en.pdf>

And Technical Advice Note 2 (2006) also published by the Welsh Government:  
<http://gov.wales/topics/planning/policy/tans/tan2/?lang=en>

14. Retail – For more information on the need for additional retail development please see link below: [Pembrokeshire Coast National Park - Papers M-R](#)

## Section 2: Land Use/Planning

15. **Existing Buildings** – if the building is not being used it would be helpful to provide brief details about its state of repair – is it a ruin, does it have a roof, could it be used in its current state etc.
16. **Planning permission** – details of planning applications can be sought from the Authority. Please contact the Park Direction Service by ringing the main Office at Pembroke Dock (01646) 624800 or email [devplans@pembrokeshirecoast.org.uk](mailto:devplans@pembrokeshirecoast.org.uk)

## Section 3: Accessibility

17. **Rights of Way** – the definitive public rights of way map is available on Pembrokeshire County Council's website –  
[http://www.pembrokeshire.gov.uk/content.asp?nav=1626,109,139&parent\\_directory\\_id=646&id=26774&textonly=true](http://www.pembrokeshire.gov.uk/content.asp?nav=1626,109,139&parent_directory_id=646&id=26774&textonly=true)
18. **Open Space** – many open spaces are shown on the proposals map of the existing Local Development Plan. (*Please note that not all of the open spaces shown are available for public use at all times*).  
<http://www.pembrokeshirecoast.org.uk/Files/files/Mapping/Pages/LDPMap.html>  
Also consider open access land, beaches or other areas where the public generally has access.
19. **Community Facilities** – these can include for example: convenience shop, post office, sports ground, primary school, pub, community hall, place of worship, letter box.
20. **Public Transport** – details of bus and train routes and regular stops are available from Pembrokeshire County Council's website –  
<http://www.pembrokeshire.gov.uk/content.asp?nav=838,1629>

## Section 4: Environment

21. **Brownfield/Greenfield Sites** – information about what is defined as previously developed (or brownfield) land can be found in Planning Policy Wales; Figure 4.4 (page 60) -  
<http://gov.wales/docs/desh/publications/160104ppw-chapter-4-en.pdf>
22. **Development and Flood Risk – Technical Advice Note 15 (TAN15)** – this document is published by the Welsh Government and can be found on their website -  
<http://gov.wales/topics/planning/policy/tans/tan15/?lang=en>  
Also see the Natural Resource Wales Maps which show flood risk areas –  
<https://naturalresources.wales/our-evidence-and-reports/maps/flood-risk-map/?lang=en>

Refer also to the relevant Shoreline Management Plan for the area:

- West of Wales Shoreline Management Plan (for the area from St Anne's Head to Poppit)  
[http://www.westofwalesmp.org/content.asp?nav=23&parent\\_directory\\_id=10](http://www.westofwalesmp.org/content.asp?nav=23&parent_directory_id=10)
- South Wales Shoreline Management Plan (for the area from St Anne's Head to Pendine)  
<http://www.southwalescoast.org/content.asp?id=58>

These documents identify existing and future flooding potential for sections of the coastline, taking into account predicted climate change and sea level rise.

**23. Landscape designations** – these can include – Heritage Coast, Conservation Areas, Historic Parks and Gardens, Historic Landscape Areas (see also point 13 below).

<https://naturalresources.wales/conservation-biodiversity-and-wildlife/find-protected-areas-of-land-and-seas/?lang=en>

The following documents may also be useful which are available on the National Park Authority's website –

- Landscape Character Assessment (June 2011)

<http://www.pembrokeshirecoast.org.uk/default.asp?PID=249>

- Settlement Studies.

[Pembrokeshire Coast National Park - Papers S-Z](#)

**24. Designated sites** – these can include – Special Areas of Conservation, Special Protection Areas, Sites of Special Scientific Interest, National Nature Reserves, Marine Nature Reserves, Local Nature Reserves, Ramsar Sites, Geological Conservation Review Sites. Further information should be sought from Natural Resources Wales.

(<https://naturalresources.wales/conservation-biodiversity-and-wildlife/find-protected-areas-of-land-and-seas/?lang=en>)

**25. Historic/Archaeological Designations** – these include Historic Landscapes (included on the Historic Landscapes in Wales and Register of Historic Parks and Gardens in Wales), Scheduled Ancient Monuments and Listed Buildings. Further information can be sought from Dyfed Archaeological Trust.

<http://www.dyfedarchaeology.org.uk/>

Also see Cadw - <http://cadw.gov.wales/?lang=en>

And Historic Landscapes, Parks and Gardens -

<http://cadw.gov.wales/historicenvironment/protection/historiclandscapes/?lang=en>

**26. Views** – detail locations where the site can be seen from; whether it is visible in long-distance views or from particular view-points such as the Coast Path or higher vantage points. Also existing views into or through the site which feature particular defining characteristics or important features.

**27. Contamination** – the following website provides information about contaminated sites –

<https://www.gov.uk/contaminated-land/overview>

Please note that sites can be contaminated from uses or previous uses on the land or on land adjacent to the site.

28. **Agricultural Land Classification** – for further information see the Welsh Government's website:  
<http://gov.wales/topics/environmentcountryside/farmingandcountryside/agricultural-land-classification/?lang=en>

## Section 5: Infrastructure, Utilities and Deliverability

29. **Infrastructure and Services** - you will need to contact the utility providers –
- Water and Sewerage – Dwr Cymru/ Welsh Water operate a pre-planning service. Please note that Dwr Cymru/Welsh Water charge a fee of £155 for this service. Details can be found at:  
<http://www.dwrcymru.com/en/Developer-Services/Pre-Planning.aspx>
  - Electricity – Western Power <https://www.westernpower.co.uk/>
  - Gas – National Grid <http://www2.nationalgrid.com/uk/>
  - Telecommunications – British Telecommunications or other providers
30. **Site Access** – If the site is accessed directly from a Trunk Road then you will need to contact the Trunk Road agency -  
<http://www.southwales-tra.gov.uk/default.aspx?page=10982>  
For other highway matters please contact the Engineering Development Control section of Pembrokeshire County Council.
31. **Deliverability** – this will be scrutinised thoroughly through the Examination process to ensure that sites allocated in the Replacement Plan are brought forward for development. Include here all information to show when the site can be delivered. Information which may assist the Authority to show commitment to developing the site includes contact with infrastructure providers such as Dwr Cymru/Welsh Water, the Highway Authority etc; whether any feasibility work has been undertaken; discussions with Housing Association for delivery of affordable housing etc. Details of market-testing, interested developers and investors would also be helpful. A Financial Viability Assessment Proforma may be forwarded to you if you submit a residential development proposal.

## Section 6: Site Sustainability

32. See Appendix 2 of the Scale and Local of Growth Background Paper to the Local Development Plan for a list of Centres –  
<http://www.pembrokeshirecoast.org.uk/Files/files/Dev%20Plans/LDP2/background%20papers/Scale%20and%20Location%20of%20Growth%20Paper%20January%202016.pdf>
33. **Sustainability** – the Welsh Government has set out the national Planning Policy on Sustainability in Chapter 4 of Planning Policy Wales Edition 9 November 2016-  
<http://gov.wales/docs/desh/publications/161117ppw-chapter-4-en.pdf>

In particular see section 4.7 of this chapter which relates to sustainable settlement strategy and locating new development.




## Section 7: Community Issues

34. **Community Issues** – a list of contacts for Town and Community Councils is available from Pembrokeshire County Council's website - [http://www.pembrokeshire.gov.uk/content.asp?nav=101,1583&parent\\_directory\\_id=646](http://www.pembrokeshire.gov.uk/content.asp?nav=101,1583&parent_directory_id=646)

## What Happens Next?

35. Each site submission will be allocated a unique reference number. We will acknowledge receipt of each site you submit.
36. An Initial Consultation Report (a summary of general comments received and the Authority's responses) will be prepared as soon as practicable after pre-deposit consultation/engagement. There will also be a schedule of individual site related comments or suggestions for new site allocations published.<sup>2</sup>
37. The schedule of suggestions for new sites will also be published alongside the replacement Deposit Local Development Plan (Spring 2018) when published for formal consultation.
38. Please note that submissions cannot be treated as confidential. Your details will be added to the Authority's Local Development Plan mailing list. We may contact you for more details or information about your site. We may wish to visit your site and will contact the landowner for permission to do so.
39. Each site will be assessed and you will be notified of the outcome of that assessment as part of the Deposit Local Development Plan Deposit consultation (estimated April/May 2018).

## Further Information & Contacts

40. For further assistance please
-  check out our website ([www.pcnpa.org.uk](http://www.pcnpa.org.uk))
  -  email [devplans@pembrokeshirecoast.org.uk](mailto:devplans@pembrokeshirecoast.org.uk) or
  -  contact the Park Direction Service at the National Park Offices on 01646 624800.

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<sup>2</sup> Local Development Manual Edition 2 August 2015, paragraph 6.6.1.