

Candidate Site Submission Form Guidance Notes

Introduction

The Pembrokeshire Coast National Park Authority is preparing its Local Development Plan 3 (LDP 3) to guide development in the National Park up to 31 March 2040. Upon adoption, LDP 3 will replace the current adopted Local Development Plan 2.

As part of evidence gathering for LDP 3, the Authority is inviting the public, landowners and developers to submit details of sites that they wish to be considered for development. The sites identified are referred to as Candidate Sites and can be nominated for a particular land use including:

- Housing (including affordable housing)
- Employment
- Retail
- Commercial
- Leisure / recreation
- Green Infrastructure / Open Space
- Gypsy and Traveller accommodation
- Renewable Energy
- Mixed use proposals

The Authority may also put forward sites for inclusion. Any such submissions will be assessed in the same way as all other site submissions. **Landowners of land already allocated in the current LDP 2 (with or without planning permission) which has not yet been developed will need to complete this form to update the necessary information if they wish their land to be considered for re-allocation in LDP 3.**

Please note that this is part of an information gathering exercise and there is no commitment that all Candidate Sites will be taken forward into Local Development Plan 3 as they will need to meet the criteria based assessment (See Candidate Sites Assessment Methodology).

There is no charge from the National Park Authority for submitting Candidate Sites. There may be a charge incurred for the assessment of viability information and site promoters will be contacted regarding this at a later stage. (Please note that the Authority charges for photocopying and printed copies of documents that are available online. Charges from other bodies may apply).

Points to Note

- i. The information obtained will help to establish the availability of land and provide a starting point for assessing the site's suitability for Local Development Plan 3.
- ii. Land allocated in the current Local Development Plan 2 (Adopted in 2020) will **not** automatically get carried over into LDP 3. Consequently, sites that are not yet developed should also be submitted as Candidate Sites.
- iii. The Authority wishes to encourage as many Candidate Sites as it can during this early stage of the plan process. It is also vitally important, however, that submissions are made in a robust manner in terms of supporting information. The submission form therefore is comprehensive in seeking information on the candidate site(s) being promoted. The provision of as much information as possible will assist the Authority in appraising and assessing the sites, although it is understood that it may not be possible to answer all the questions on the form. In instances where the Authority considers insufficient information has been submitted, further information may be requested. The submission of additional information will need to meet strict deadlines.
- iv. The potential for the sites that are allocated in Local Development Plan 3 to be delivered within the Plan period (1 April 2025 to 31 March 2040) will be thoroughly scrutinised through the Examination process. Candidate Site submissions should be accompanied with accurate and credible evidence to demonstrate the landowner's/developer's intentions to develop the site, and sufficient data to allow a robust assessment to be made including affordable housing contributions, community infrastructure and that the development is financially viable.
- v. Ordnance Survey plans can be purchased on-line via [Planning Portal Wales](#) or [Ordnance Survey](#) websites or from other sources, including bookshops. Also, existing LDP 2 maps can be used and are available to download from the Authority's website: [Local Development Plan 2 - Pembrokeshire Coast National Park](#)
- vi. Sites submitted will be listed in a **Candidate Sites Register** and published alongside the Preferred Strategy (anticipated January 2027). When the Plan reaches the Deposit stage, the Candidate Site Register will document the Authority's evidence and conclude whether particular sites have been included or excluded from LDP 3.
- vii. The General Data Protection Regulation (GDPR) places restrictions on how the Authority can hold and use your personal data. Any personal data disclosed will be processed in accordance with our [Privacy Notice](#).

Completing the Form

Please complete **all** questions if possible. Where insufficient information has been submitted, the Authority may request that it be provided in order to properly consider the site. It will be important to ensure that this is done within the required time-frames. Deadline for submission is 5.00 pm on 27 April 2026, via post or by email to devplans@pembrokeshirecoast.org.uk

1. Site Details - What to include in your submission:

The minimum information required for each submission to be considered must include:

- A completed Candidate Site submission form. A new form must be completed for each separate site submitted.
- 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.
- Any additional information relevant to the site that would be useful in considering its suitability for development.
- Site size – in line with the approach taken in the existing Local Development Plan 2 land will be allocated for sites of 5 or more residential units. This roughly equates to 0.15 hectares (0.37 acres) in size. Sites which are unlikely to accommodate 5 or more houses will not be carried forward as candidate sites into the next stage of assessment. Future Wales requires new developments in urban areas to aim to have a density of 50 dwellings per hectare (net). In order to determine site capacity all sites will be assessed based on an indicative gross density of 30 houses per hectare. Gross developable area refers to the total area of a site that can be developed, and net developable area refers to the proportion of the site that will be built upon (excluding roads, open space etc).
- Site size for proposals other than housing should be a minimum of 0.15 hectares. Candidate 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.

2. Land Use/Planning History:

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.

Planning permission – details of planning applications can be sought from the Authority. Please contact the Strategic Policy team by ringing the main office at Pembroke Dock or email devplans@pembrokeshirecoast.org.uk

3. Site Ownership:

Site ownership – details of whether the Candidate Site proposer owns the site that is being submitted will be required. Details should be provided of all people with a legal ownership or interest in the site and the nature of their ownership e.g. owner, joint owner, legal convenience/easement.

4. Site Availability:

Legal covenants – details of any legal constraints, such as covenants associated with the land that could constrain or prevent development should be explained, together with details of how they will be overcome.

Developer interest – details of whether the site proposer is the intended developer of the site, or whether any discussions with potential developers have taken place should be provided. Please provide details of the status of discussions and any agreements that may have been reached. If the site has been marketed, please indicate how long the site has been marketed and details of any interest to date and the use being marketed for. If the site is in the process of being sold, please indicate whether the buyers are aware and supportive of the candidate site submission. If information is commercially sensitive, please clearly indicate this.

Site investigations or surveys – details of any site investigations or surveys regarding an ecological survey of the site, a flood consequences assessment or other site specific surveys should be provided.

5. Site Viability:

Site Viability – details should be provided of an initial development viability assessment of the proposed site for development. The site proposed should have considered the basic costs associated with development to determine if the site will be viable, taking into account, land costs, build costs, affordable housing and section 106 requirements based on the existing LDP 2 policies and anticipated sales costs. If the site progresses through the stage 1 initial filter and stage 2 detailed site assessment, further details on site viability will be requested at stage 3.

6. Accessibility:

Rights of Way – the [definitive public rights of way map](#) is available on Pembrokeshire County Council's website

Open Space – many open spaces are shown on the [proposals map](#) of the existing Local Development Plan 2. (*Please note that not all of the open spaces shown are available for public use at all times*). Also consider open access land, beaches or other areas where the public generally has access.

Community Facilities – these can include for example: convenience shop, post office, sports ground, primary school, pub, community hall and place of worship.

Public Transport – details of [bus](#) and [train](#) routes and regular stops are available from Pembrokeshire County Council's website and Transport for Wales.

Active Travel Maps – all local authorities in Wales have produced maps of walking and cycling networks in their area, known as [Active Travel Network Maps](#) which are available to access on DataMap Wales.

7. Environment:

Brownfield/Greenfield Sites – information about previously developed (or brownfield) land can be found in [Planning Policy Wales edition 12](#) paragraphs 3.55 to 3.56.

Technical Advice Note 15: [Development, Flooding and Coastal Erosion \(2025\)](#) provides national planning policy on development impacted by flood risk and the [Flood Map for Planning](#), updated by Natural Resources Wales (NRW) provide a spatial overview of flood risk areas.

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

[West of Wales Shoreline Management Plan 2](#) (for the area from St Anne's Head to Poppit) [South Wales Shoreline Management Plan 2](#) (for the area from St Anne's Head to Pendine).

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

Marine SAC Freshwater Catchments Requiring Nutrient Neutrality: NRW has identified parts of the National Park (including areas draining to the Inner Milford Haven waterway) as affected by marine nitrogen issues, see a spatial map here:

https://datamap.gov.wales/layers/geonode:nrw_marice_sac_req_nit_neut.

Any development located within the identified catchment area which leads to an increase in nitrogen discharges directly to, or within the Milford Haven Inner Water Framework Directive (WFD) waterbody, will be screened for increase in nutrient discharges. Further information regarding NRW's interim planning guidance can be found here: [Natural Resources Wales / Advice to planning authorities for planning applications affecting nutrient sensitive Special Areas of Conservation](#)

For further details on the condition of our marine features and NRW's updated conservation objectives, please refer to:

[Condition assessments for Welsh European marine sites \(EMS\)](#)

[Conservation advice for European marine sites \(Reg 37\)](#)

Historic, archaeological or landscape designations – these can include – Heritage Coast, Conservation Areas, Historic Parks and Gardens, Historic Landscape Areas The following documents may also be useful which are available on the National Park Authority's website –

[Landscape Character Supplementary Planning Guidance \(2020\)](#)
[Settlement Capacity Study \(2007\) Broad Haven update \(2008\), Tenby, Dale, Dinas Cross \(2014\) Lydstep, Stackpole, Rosebush, Nevern \(2016\) Newport and Lawrenny \(2017\)](#) .

Designated sites – to determine whether the proposed candidate site may impact a designated site please view [Data Map Wales](#) and the adopted [Local Development Plan 2](#) Proposals and Constraints Maps. Please provide details on whether the candidate site is likely to impact on a designated site, together with any mitigation measures proposed and relevant studies or surveys that have been undertaken. [Planning Policy Wales](#) (figure 13) identifies statutory designations as: Special Areas of Conservation, Special Protection Areas, Sites of Special Scientific Interest, National Nature Reserves and Ramsar Sites. Non-statutory designations can include: Sites of Importance for Nature Conservation, Local Nature Reserves and Regionally Important Geodiversity Sites.

Historic, Archaeological or Landscape Designations – these include conservation areas, listed buildings, Historic Landscapes (included on the Historic Landscapes in Wales and Register of Historic Parks and Gardens in Wales), and archaeological remains, including Scheduled Monuments. These designations can be viewed on [Data Map Wales](#). Further information can be sought from [Heneb](#) or [Cadw](#). Details should be provided on how the proposed site would impact on any of the designations.

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.

Contamination – details should be provided of any land contamination and the potential source of contamination, if known, together with details of viable remediation. 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.

Agricultural Land Classification – [Planning Policy Wales](#) (paragraph 3.58) classifies best and most versatile agricultural land as grades 1, 2 and 3a of the Agricultural Land Classification system (ALC). Details should be provided on the ALC grading of the site, for further information see the Welsh Government's website:

<http://gov.wales/topics/environmentcountryside/farmingandcountryside/agricultural-land-classification/?lang=en>

The Predictive ALC map for Wales is based on the principles of the Agricultural Land Classification System can be found on DataMapWales: [Predictive Agricultural Land Classification \(ALC\) Map 2 | DataMapWales](#)

Land Stability / Coal Mining Risk – The Mining Remediation Authority (previously known as The Coal Authority) defines land within the coalfield as being a Development Low Risk Area or a Development High Risk Area (see [map](#)). In a Development High Risk Area there are specific recorded coal mining features at surface or shallow depth which are identified

as posing a risk to surface stability. The Authority will contact the Mining Remediation Authority, and a Coal Mining Risk Assessment is likely to be required from the site proposer.

8. Infrastructure, Utilities and Deliverability

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 £97.48+VAT for this service. Details can be found at: <https://developers.dwrcymru.com/en/applications/planning/pre-planning>
Electricity & Gas – Western Power <https://www.westernpower.co.uk/>
Telecommunications – British Telecommunications or other providers

12. Site Access – If the site is accessed directly from a Trunk Road then you will need to contact the Trunk Road agency - [South Wales Trunk Road Agent \(SWTRA\) | Traffic Wales](#)

For other highway matters please contact the Engineering Development Control section of Pembrokeshire County Council.

13. Deliverability – this will be scrutinised thoroughly through the Examination process to ensure that sites allocated in LDP 3 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.

9. Site Sustainability

14. The list of current centres are currently defined in LDP2 (see Policies 2-6):
<https://www.pembrokeshirecoast.wales/wp-content/uploads/2024/01/LDP-Text-for-Adoption-Web.pdf>

Please note, these identified centres could be subject to change when the Authority comes to review its settlement hierarchy at the Preferred Strategy stage.

15. Sustainability – the Welsh Government has set out the national Planning Policy on Sustainability in [Planning Policy Wales](#). In particular see paragraphs 3.41 to 3.52 which relates to sustainable settlement strategy and locating new development.

10. Community Issues

15. Community Issues – a list of contacts for Town and Community Councils is available from Pembrokeshire County Council's website - [List of town and community council websites - Pembrokeshire County Council](#)

What Happens Next?

- Each site submission will be allocated a unique reference number.
- We will acknowledge receipt of each site you submit.
- The site details will be entered onto the Candidate Site Register.

Please note that submissions cannot be treated as confidential.

Your details will be added to the Authority's Local Development Plan 3 contact 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. Each site will be assessed and you will be notified of the outcome of that assessment as part of the Local Development Plan Preferred Strategy Consultation (estimated January to March 2027).

Closing Date for Submissions

For Candidate Sites to be considered as part of the Local Development Plan revision process the submission form and accompanying plan must be returned by 5.00 pm on 27 April 2026, via post or by email to devplans@pembrokeshirecoast.org.uk

Further Information & Contacts

For further assistance on the Candidate Sites process or Local Development Plan 3 in general please:

check out [our website](#)

email devplans@pembrokeshirecoast.org.uk or

contact the Strategic Policy team at the National Park Offices on 01646 624800.