



# Flintshire Local Development Plan

## Call for Candidate Sites – February 2014

### Guidance Note

#### Introduction

Flintshire County Council is preparing a Local Development Plan (LDP) for the County. It will contain planning policies and proposals to guide development in Flintshire up to 2030 and will replace the adopted Unitary Development Plan (UDP). The LDP is important to many people, organisations and developers as it sets out the framework for making decisions on planning applications.

As part of evidence gathering to inform the plan, the Council is inviting the public, landowners and developers to submit details of sites that they wish to be considered for any use or reuse. The sites identified are referred to as Candidate Sites and can be nominated for a particular land use including:

- Residential
- Minerals development
- Employment
- Waste development
- Retailing
- Community uses
- Public open space
- Gypsy and Traveller accommodation
- Tourism uses

The Council may also put forward sites for inclusion in the LDP in the form of Candidate Sites, given that it is also a landowner within the County. Any such submissions will be treated the same as all other site submissions.

#### 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.

The Council wishes to encourage as many Candidate Sites as it can during this early stage of the plan's preparation. But it is also vitally important 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 Council 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 Council considers insufficient information has been submitted, further information will be requested. The submission of additional information will need to meet strict deadlines.

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.

## Points to Note

- This process is an evidence and information gathering exercise. In accepting submissions the Council makes no guarantee that the Candidate Site will be included ("allocated") in the LDP as they will need to meet the criteria based assessment that will follow.
- The information obtained will help to establish the availability of land and provide a starting point for assessing the site's suitability when formulating a vision for the LDP and subsequent strategic options for development across the County.
- Areas of protection. The Candidate Sites process can also be used by anyone wishing to draw attention to the Council to land which should be protected from future development. In such instances section 3 of the submission form should be completed with the reasoning as to why the land merits protection.
- Preparing the LDP is a new process. Land currently allocated in the UDP does not automatically get carried over into the LDP. Consequently these sites should also be submitted as Candidate Sites. If they are not, the Council will carry out this exercise.
- Since the adoption of the UDP a number of interested parties have submitted initial expressions of interest for sites to be considered in the LDP. It will be necessary for these interested parties to resubmit their sites using the submission form to ensure that all candidate sites are submitted and assessed in a consistent manner (those persons affected will be advised separately).
- Site size – In line with the approach taken in the UDP and in Joint Housing Land Availability Studies for Flintshire, the Council will define 'small' sites as being 9 or less units and 'large' sites as being 10 units or more which equates to an average site size of 0.3Ha or greater. Traditionally 'small' sites have not been allocated in development plans and it is proposed that this approach is continued into the preparation of the LDP. Therefore sites which are likely to be unable to accommodate 10 or more units will not be carried forward as candidate sites into the next stages of site assessment. In order to determine site capacity all sites will be assessed based on an indicative density of 30 dwellings per hectare. All sites

which fall below this threshold will be considered as part of a settlement boundary review to determine if they are appropriate for inclusion within the settlement boundary having regard to the LDP strategy. Nevertheless, they will still be subject to the same initial assessments as part of this stage.

- Ordnance Survey plans can be purchased from Planning Reception at County Hall, Mold or [www.OrdnanceSurvey.co.uk](http://www.OrdnanceSurvey.co.uk) or from other sources including bookshops. Also UDP maps can be used and are available to download from the Council's website.

## **What Happens Next ?**

Each site submission will be acknowledged and you may be contacted should further information be required.

All site submissions will be added to a Register of Candidate Sites and made available for inspection on the Council's website and when all submitted sites have been compiled, they will be available for inspection at Council offices and libraries. Please note that submissions cannot be treated as confidential although personal information will not be published within the register. Each site on the register will be given a unique reference number accompanied by a map showing the site boundary together with basic information such as site area, existing uses and proposed uses. Please note that Candidate Sites are being made available for information only and the Council will not accept comments on the Candidates Sites.

Each site will be assessed in a transparent manner against a set of agreed criteria. The Council will prepare and consult upon a background paper which will set out the intended approach and clearly stated criteria against which Candidate Sites will be assessed. The criteria is likely to include issues such as the need for development, availability/deliverability of the site, environmental impacts upon designated or protected sites, proximity to local services and possible constraints to development e.g. flood risk or highways access in terms of highways condition and capacity.

Following the completion of the assessment of the submitted sites the Council will publish a report setting out its findings and recommendations which will be published on the website and made available at Council offices and libraries. The Council will advise either in writing or by e-mail of the availability of the report.

## **Closing Date for Submissions**

For Candidate Sites to be considered as part of the Local Development Plan process the submission form and accompanying plan must be returned by 5pm on 30th May 2014

## **Further Information & Contacts**

For further assistance on the Candidate Sites process or the LDP in general please email [developmentplans@flintshire.gov.uk](mailto:developmentplans@flintshire.gov.uk) or contact the LDP helpline on 01352 703213