

## The revised Carmarthenshire Local Development Plan 2018-2033

### **Guidance Note Call for Gypsy and Traveller sites**

The following guidance note seeks to provide support to promoters and other interested parties on the information required as part of the call for sites process for Gypsy and Travellers sites. By providing as much information as possible it will help the Authority process and assess your Candidate Site efficiently. Any continuation sheets or additional documentation should be securely attached and referenced.

The submission period commences on Monday, 28 January 2019 and representations must be received by the deadline of 2:00pm on Monday, 8 April 2019. Submissions received after this deadline will not be considered. It is the Council's preference to receive the submissions electronically, however submissions may be forwarded by post. The questionnaire form is available upon request at the Council's Customer Service Centres, and at the County's Public Libraries.

If you have any queries relating to the submission form or guidance notes, please contact the Forward Planning Section by email [forward.planning@carmarthenshire.gov.uk](mailto:forward.planning@carmarthenshire.gov.uk) or by telephone on 01267 228818. Paper submissions should be sent to Forward Planning Section, Environment Department, 5-8 Spilman Street, Carmarthen, Carmarthenshire, SA31 1JY.

**Please note that the submission of a site does not imply that it will be accepted and allocated or otherwise for development by the Authority. All site submissions will be available for public inspection and cannot therefore be treated as confidential. Our privacy notice explains as clearly as possible what we do with your personal data. This is available on our website or upon request.**

## Completing the Questionnaire Form

Promoters of land are required to submit the following information.

### Site Details

#### 1. Location

Site submissions should identify on an OS map as to the location of the proposed site.

#### 2. Type of candidate site submission

Is the candidate site for a Gypsy and Traveller site, or for Travelling Showpeople?

#### 3. Site Area

Site submissions should identify the area of the proposed site.

#### 4. What is the current use of the site?

The candidate site submission should identify the current land use of the site. This includes land uses such as housing, retail, employment, agriculture etc.

#### 5. Are there any buildings on the site?

The candidate site submission should identify if there are any buildings on the site which may be demolished, or utilised as part of a new development. If the proposal does involve buildings on the site, a supporting statement is required to understand how these buildings may, or may not impact by the proposal.

#### 6. Are the buildings in use or are they vacant?

Please provide details

### Site Ownership

#### 7. Does the proposer own the site?

Proponents of land must indicate if they own the site which they are proposing. This is to identify the potential success of delivering the site.

#### 8. If the proposer does not own the site, has the landowner been contacted and agreed to any potential development of the site?

Please provide details

#### 9. Does the proposer own or control any adjoining land?

Proposers of land must identify any adjoining land which they own or control. Proposers should explain their interest, and provide an up to date plan of the site, with the site edged in blue.

### Accessibility

#### 10. Is the site accessible from the existing public (adopted) highway?

Proponents should indicate Yes / No

#### If not, how will access to the existing public highway be obtained?

Proponents should indicate how access to the public highway is to be achieved.

A key consideration in recognising an appropriate site is whether it has an available access point with sufficient visibility. Site submissions should identify the location of the access point for the development, and how it integrates with the remainder of the site. Evidence should be submitted to express if any works are required to create adequate visibility, and if so, the mechanisms required to achieve it. This detail will be required for both small scale developments and housing allocations.

## **Environment, Infrastructure and Utilities**

### **11. Is the site located within a flood risk zone as identified in the TAN 15 Development Advice Maps?**

[NRW Flood Maps.](#)

In the first instance, the Council will not consider any highly vulnerable development sites which fall within C1 and C2 flood risk zones as delineated by TAN 15 flood maps.

If a site is located within a flood risk zone, it will be a matter for the landowner to provide the appropriate evidence to NRW to demonstrate to their satisfaction that the site is not subject to the identified flood risk.

Respondents should seek endorsement by Natural Resources Wales and require the amendment of the Development Advice Maps as part of the submission of the candidate site. This information will need to form part of the evidence base for the assessment of that site.

The Council will only consider these sites which have as a result of the evidence provided been omitted from the flood risk zones as delineated with the TAN15 Development Advice Maps.

Proponents of land can contact NRW for pre planning advice, which is a free service, and would offer enough information as to whether assessment (and what level) of a particular site is required. Further guidance on this service is available at [Link to the NRW website.](#)

### **12. Does the site have an available water connection, but if not, describe how these facilities will be obtained?**

Proposers should indicate if the site has an available and viable water connection. If the site does not have a water connection, please identify how this could be achieved.

### **13. Does the site have a suitable sewerage connection?**

Proposers should indicate yes or no

### **14. Are there any historic or archaeological features or designations affecting the site?**

Proposers of land should identify if the development would negatively affect historic or archaeological features and designations. If so, please provide supporting information and explain how features within the site could be retained or enhanced.

### **15. Are there any landscape or ecological features / designations or protected species which may be impacted upon by the development of the site?**

Proposers of land should identify if there are any landscape or ecological features or protected species which may be impacted upon by the development of the site. Site submissions should be accompanied by the checklist set out in Chapter 10 of the Nature Conservation and Biodiversity Supplementary Planning Guidance.

[Link to Nature Conservation and Biodiversity Supplementary Planning Guidance.](#)

### **16. Are there trees or hedgerows which may be impacted upon by the proposed development?**

Promoters of land should identify if there are any trees or hedgerows which may be impacted upon by the proposed development. Submissions should include details of the scale of any impact, and the mitigation or otherwise that should be taken as part of the development

## **Viability**

### **17. What would be the land value of the site if it was allocated for Gypsy and Traveller use?**

In respect of land values, proposers of land should consider the value of their site that they believe could be achieved if it was allocated for the use being proposed. Consideration should be given to the site's location, surrounding land values, the type of development being considered and any abnormal costs which may impact on its value.

### **Other**

**18. If you have any further comments to make in support of the proposed site, please set them out here and/or securely append additional sheets or other evidence:**

Please provide any further information which has not been covered in the previous questions, or collate as part of an overall supporting statement. The supporting statement may be uploaded at this point.

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### **What will happen to your submission?**

Your submission will be added to the Call for Gypsy and Travellers Site register which will be made available for public inspection. As such it should be noted that any submission and the information it contains **cannot be treated as confidential**.

The Council will assess all sites and will, where necessary, contact proposers for any additional information that may be required or for clarification on points made as part of the assessment process.

**It should be emphasised that inviting the submission of sites and their inclusion within the Call for Gypsy and Traveller Sites register should not be interpreted as a commitment by the Council that such sites will be taken forward into the LDP or indeed that the Council will seek to purchase or enter into an agreement on such sites**

The inclusion of your submission within the register will assist the Council in developing a robust evidence base and informing the preparation of the LDP.

In due course, an examination will be held, chaired by an independent Inspector, who will consider the soundness of the Plan. The Inspector will make binding recommendations and the LDP will be formally adopted.

Further details of the LDP timetable and the Plan making process as set out in the Revised Delivery Agreement can be viewed on the LDP pages on the Council's website. ([www.carmarthenshire.gov.uk](http://www.carmarthenshire.gov.uk)).