

Completing the Stage 2 Candidate Site Form

The Stage 2 Candidate Site form has been designed to ensure that interested parties include sufficient information and data to allow the Local Planning Authority to make a robust assessment of a site.

The following guidance note seeks to provide support to promoters of land and other interested parties on the information required as part of the Candidate Site process. By providing as much information as possible as part of your submission 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 **09 March 2020 and all Candidate Site submissions must be received by the deadline of midnight on 03 June 2020**. Candidate Site submissions received after this deadline will not be considered.

Officers from the Council's Planning Policy team are able to offer advice on the completion of the Candidate Site form if required. Further information is available on the Council's website: <https://www.monmouthshire.gov.uk/planning-policy/candidate-sites/> and from the team: telephone 01633 644429 or email: planningpolicy@monmouthshire.gov.uk

Please note that the submission of a Candidate Site does not imply that it will be accepted and allocated for development by the Authority. All Candidate Site submissions will be available for public inspection in the form of a Candidate Site Register and cannot therefore be treated as confidential.

What to include in your Candidate Site submission

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

- A completed Stage 2 Candidate Site Form. A separate form must be completed for each individual site submitted.
- An up to date plan of the site (on an Ordnance Survey base map) with the site edged in red.
- Supporting information / studies where indicated.

Contact Details

Please submit all relevant contact details. Please note that if you nominate an agent, all correspondence will be sent to your agent.

Site Details

Please identify the location of the site and include an up to date plan on an Ordnance Survey based map identifying the site edged in red. Please also indicate the OS Grid Reference if known.

Total Site Area (Hectares)

Candidate site submissions should indicate the total area of the proposed site in hectares. For residential candidate sites, the minimum threshold is 5 dwellings or more. There are no minimum thresholds for all other land use site submissions. Please indicate the proportion of the site which is greenfield and/or brownfield. For a definition of previously developed land please see Page 38 of Planning Policy Wales (Edition 10) (December 2018)¹.

Current Use of the Site

Submissions should identify the current land use of the site. This includes land uses such as housing, retail, employment, commercial, community use, recreation etc. For mixed use, please specify the range of uses.

Proposed Use of the Site

Submissions should identify the proposed land use of the site. This includes land uses such as housing, retail, employment, commercial, community use, recreation, renewable energy or retention of current use. For mixed use, please specify the range of uses. For commercial use, please specify the proposed use class of employment generating uses if known at this stage and the commercial floorspace. For residential use please provide an indication of the number of units. If this is unknown at this stage, please use a density of 25 dwellings per hectare having regard to the character of the area, green infrastructure and SuDS. For renewable energy please provide the MW if known. If the site is submitted for protection please indicate what you would like it protected for e.g. recreation, Green Wedge.

¹ <https://gov.wales/planning-policy-wales>

Current Planning Status

Submissions should indicate if the site has planning consent and/or is allocated in the adopted Plan for a use other than its current use. If applicable, details should be provided to indicate the reasons why the site has not been developed for that use.

Ownership

Is the site wholly in the ownership of the proposer?

Proposers of land should indicate if they own the site which they are submitting. Where the proposer wishes to submit land for inclusion in the RLDP, but they do not own the entire site, they should identify how this will be achieved. Has the landowner been contacted and agreed to the potential development of the site? If so, the proposer of the land should provide evidence to this effect.

Site Suitability

Does the site's stability/topography present an obstacle to its development?

Please provide details of any known stability / topography features of the sites, and indicate how these will be overcome.

Are there any known legal constraints (e.g. restrictive covenants) that would prevent development of the site?

If the proposer is aware of any known legal constraints or covenants on any part of the land within the site that place restrictions on its use, details should be provided. This also applies to any existing buildings on the site. Please specify how the legal constraints or covenant will impact your proposal.

Is the site located in an area of flood-risk or adjacent to a watercourse?

Highly vulnerable development, including residential and emergency services, will not be permitted in Zone C2. In Zone C1 the justification tests outlined in Sections 6 and 7 of TAN15 Development and Flood Risk (2004) will be applied. Further guidance is set out in TAN15: Development and Flood Risk (2004)². Please note the Welsh Government is currently in the process of revising TAN15 and flood risk will need to be considered in the context of the revised TAN15 in due course.

For candidate sites within flood risk zones to be acceptable in principle, they must be supported by a Flood Consequence Assessment (FCA) which identifies that the consequences of that development can be managed down to a level which is acceptable for the nature/type of development being proposed. It is not the responsibility of the Local Authority to assess the acceptability of the FCA's, however they must be accepted by Natural Resources Wales (NRW) and evidenced as such prior to the submission of the candidate site. This information

² <https://gov.wales/technical-advice-note-tan-15-development-and-flood-risk>

will then form part of the evidence base for the assessment of that site.

Proposers should note that the Planning Authority may request further information / evidence during the candidate site process where consultation responses highlight issues including tidal, fluvial, surface water flooding and impacts of climate change.

Is the proposed land use compatible with neighbouring uses/is the site affected by any known 'bad neighbour' uses?

For residential proposals, are there any industrial / employment uses adjacent to the site? If possible please indicate any such uses on a plan to accompany your submission. If the proposal is for employment/waste/minerals development, are there any residential properties adjacent to the site or within 200m of the site? If possible please indicate any such uses on a plan to accompany your submission. Do you consider that the proposed use would integrate with existing surrounding uses? Please explain your answer, providing as much detail as possible. For proposals involving minerals extraction or the use of other natural resources, is there a specific need for the use at the site? Please explain your answer, providing as much detail as possible.

Is there a risk that the site could consist of contaminated land?

If any part of the site being proposed is thought to contain contaminated land, the proposer should provide details of the potential source of contamination and how this will be addressed.

Has an ecological assessment of the site been undertaken?

To ensure sufficient evidence is provided on a site's deliverability and viability, additional detailed information will be required to support any Candidate Site submissions, we therefore require the submission of baseline ecological information. An ecological assessment should be undertaken in line with the Monmouthshire Ecological Site Assessment of Candidate Sites Methodology which is available on the website.³

Would development of the site result in the loss of agricultural land (in current / previous use)?

Does the site, or part of the site, contain Best and Most Versatile (BMV) Agricultural Land i.e. Grade 1, Grade 2 or Grade 3a Agricultural Land. Further details relating to the Agricultural Land Classification (ALC) and predictive maps can be found on the Lle Geoportal for Wales and on the Welsh Government website.⁴ If the site includes Grade 1, 2 or 3a BMV agricultural land it is advisable to undertake an ALC survey, the results of which should be submitted with the Candidate Site submission. A methodology is available to view on the Council's website.⁵

³ <https://www.monmouthshire.gov.uk/planning-policy/candidate-sites/ecological-site-assessments-of-candidate-sites/>

⁴ <http://lle.gov.wales/catalogue/item/PredictiveAgriculturalLandClassificationALCMap/?lang=en>

⁵ <https://www.monmouthshire.gov.uk/planning-policy/candidate-sites/>

Would the proposal give rise to impacts on landscape character, visual amenity or the setting of heritage assets?

Proposers of land should consider the visual impact of development on landscape character, visual amenity and/or the setting of heritage assets. It is recommended that a Landscape and Visual Impact Assessment (LVIA) is submitted with your submission. If there are likely to be negative effects on visual amenity or the setting of heritage assets please explain how features located within or near to the site could be retained or enhanced. These include Historic Landscapes, Scheduled Ancient Monuments and Listed Buildings. Further information can be sought from Glamorgan Gwent Archaeological Trust ([Historic Environment Record](#))⁶ and Cadw⁷. Information with regard to Landscape Sensitivity is available on the Council's website. An updated Landscape Sensitivity Study will be published in due course.⁸

Would the proposal include low or zero carbon energy generating technologies?

Please provide as much detail as possible relating to the use of low or zero carbon energy generating technologies within the proposal.

How would the site adapt to, avoid or mitigate against climate change?

You are required to demonstrate how your development site can deliver:

Climate Change Mitigation – Avoiding destruction of, and contributing to, the creation of carbon sinks. Reducing emissions from new development e.g. the amount of emissions that a development uses in construction and operation, energy production on site, EV charging, proximity to public transport and active travel routes etc.

Climate Change Adaptation – Reducing the effects of Climate change as they happen e.g. space for Green Infrastructure to maintain ecological connectivity and resilient ecosystems, use of strategic Green Infrastructure such as trees to create cooling through the heat island effect and building flood resilience.

Please see page 18 of the adopted Green Infrastructure SPG for more on how GI benefits can tackle climate change <https://www.monmouthshire.gov.uk/app/uploads/2015/07/GI-April-2015.pdf>

Further guidance is available on the Council's website.⁹

Is the site subject to any other known key constraints?

If there are key constraints such as trunk sewers, gas pipelines, etc. affecting the proposal please indicate on a plan their location and give details of how these constraints can be overcome.

⁶ <http://www.ggat.org.uk/her/her.html>

⁷ <https://cadw.gov.wales/>

⁸ <https://www.monmouthshire.gov.uk/planning-policy/candidate-sites/>

⁹ <https://www.monmouthshire.gov.uk/planning-policy/candidate-sites/>

What is the proximity of the site to local/community facilities and open space?

Please indicate details and the proximity of the site to any known local/community facilities and open space. This could include community halls, youth centres, shops, commercial services, playing fields etc. If the nearest facility is in excess of 400m, please indicate how far away it is from the site.

Would the proposed use result in the loss of amenity open space, recreational or community facilities?

Please indicate the specific loss that would result from the proposed use and what if any mitigation could be provided.

Utilities

Is the site capable of connection to the following services? Mains water supply, Electrical supply, landline telephone, mains sewerage, gas supply, broadband, any other.

For each service, proposers should indicate yes or no. If the answer is no, please provide an explanation of how access to the service will be obtained. Details should also be provided (if known) with regard to whether there is capacity of these services to serve the proposed development.

Transport

Is the site accessible from the existing highway network?

Proposers should indicate yes or no. If not, details should be provided of how access to the public highway is to be achieved. If third party land is required to achieve access, details should be provided of any contact made with third party land owners.

Is the whole of the site within 400m of a public transport network, i.e. train station or bus stop?

Please indicate details of any public transport access point within 400m of the site. This should include any known route frequency and destination information. If the nearest facility is in excess of 400m, please indicate how far away it is from the site.

How does the proposal take account of / align with the sustainable transport hierarchy?

Please indicate how the proposal aligns with the transport hierarchy as set out in Planning Policy Wales 10. Please indicate details of any known existing or proposed active travel route within 400m of the site. If the nearest facility is in excess of 400m, please indicate how far away it is from the site. Provide details of how the proposal will enable / enhance active travel opportunities.

Site Deliverability and Viability

Please indicate an approximate timescale for site delivery:

Proposers of sites should provide an indication of the intended timescale for development of the site. This should account for any known constraints indicated elsewhere in this questionnaire. Candidate sites must be capable of being delivered within the RLDP period.

Are there any known constraints/covenants on the site that would need to be overcome?

Please provide details of any other known constraints/covenants, not previously indicated, that may impact upon the deliverability of the site. Please indicate how these can be overcome.

Have there been any discussions with potential developers to date?

If discussions have been held with potential developers or future occupiers, please provide details.

Is the site financially viable to come forward?

Please note that the Council will seek a viability assessment to demonstrate whether the delivery of the site can be viably achieved within the timescale of the RLDP. Failure to provide this will result in the site not being considered further. Guidance on undertaking a viability assessment is available on the Councils website.¹⁰

Deliverability of Employment Land

If you are proposing land for employment we will need details of the sites deliverability for its intended purpose, this should include such details as marketing and infrastructure requirements.

Additional Information

Please provide any further available information which will support the deliverability of the proposal.

¹⁰ <https://www.monmouthshire.gov.uk/planning-policy/candidate-sites/>