

## Draft Guidance on the Fife Place Matters - Call for sites and ideas consultation questionnaire November 24

Our assessments of sites, policies and proposals for inclusion in the next Fife Local Development Plan will consider how they would contribute to achieving the spatial principles and policies set out in [National Planning Framework 4 \(NPF4\)](#) and the [Plan4Fife](#) (Fife's Local Outcome Improvement Plan). In the questions below we ask you to demonstrate how your site proposal and ideas would contribute towards positive placemaking, support local living and community wealth building and help to address the impacts of climate change and the biodiversity emergency.

### Call for ideas questionnaire:

<b>Section 1: About your idea</b>	
<b>Q1.1</b>	Does your idea relate to a current <a href="#">Fifeplan</a> policy, proposal or designation? (Y/N)
	<p>Link to the <a href="#">adopted Fifeplan text and interactive mapping</a></p> <p>Please be aware that the new Local Development Plan will not duplicate policies that are in National Planning Framework 4 (which take precedence). If your idea relates to a policy please check what <a href="#">National Planning Framework 4</a> says about the issue.</p>
<b>Follow on questions if yes:</b>	
<b>Q1.1a</b>	Please give us the reference of the policy or proposal or details of the designation and explain how you would like this policy or proposal to be changed. This could include specific rewording of the policy or additional wording or details to be included or it may may be a commentary on the intent of the policy or proposal.
<b>Q1.1b</b>	If your idea relates to a change to the boundary of a proposal or designation, please upload a plan clearly showing the change you are proposing.
	<p>You will need to upload a site plan which shows the boundary of the proposal or designation you want to be amended and has a clear indication of the change you would like to see. We have an <a href="#">Interactive map of the Fife Local Development Plan</a> proposals and policy areas (designations).</p> <p>The map should include at least two named roads for ease of location. The map should use an Ordnance Survey base map or similar.</p> <p>Please note this is question is to pick up relatively small boundary changes to proposals, if you are proposing a more substantial change please complete the call for sites form. We will redirect you if we think you have completed the wrong form.</p>
<b>Q1.1c</b>	Please explain why you consider the change is needed and provide evidence/justification you have to support your ideas (2000 character limit)
<b>Q1.1d</b>	Please upload additional information you have to support your idea

<b>Q1.2</b>	Does your idea relate to a policy or strategy in National Planning Framework 4? (Y/N)
<b>Follow on question if yes:</b>	
<b>Q1.2a</b>	Please give us the specific <a href="#">National Planning Framework 4</a> policy and section reference number; or the page number and section name to help us to identify the text you are referring to.
	Link to <a href="#">National Planning Framework 4</a>
<b>Q1.2b</b>	Please explain how you think the Fife LDP should be responding to this aspect of NPF4 (2000 character limit)
<b>Q1.3</b>	Alternative ideas for the plan - Use this question to send us ideas which have not been picked up in Q1.1 or 1.2.

## Call for sites questionnaire:

### Section 1: About the site

Q1.1 Site Name

Q1.2 Site Location

Please provide a clear indication of where the site is located such as the nearest settlement or a feature it is close to.

Q1.3 Please upload a plan showing the location and full extent of the boundary of the site - include information on pedestrian and vehicular access, land ownership and how the site will drain.

You will need to upload a site plan which clearly shows the extent of the land you are promoting with a red line boundary and shows its location relative to other features - the map should include at least two named roads for ease of location. The map should use an Ordnance Survey base map or similar.

Please also include the following information on the plan:

- where pedestrian and vehicular accesses will be provided into the site;
- who owns different parts of the land including any land which is required to provide access into the site, or infrastructure to serve the site such as the sustainable drainage system; and
- indicate where surface water on the site will drain to.

\*Please provide evidence that you have control over land you are relying on to provide access or site infrastructure.

Q1.4 Site size (in sqm or Ha)

Q1.5 Is the site allocated in the adopted Fifeplan (2017)? If so, please provide us with the proposal reference number.

You can check if the site is currently allocated and identify its reference number on the [Fifeplan interactive map](#).

Q1.6 What is the current land use on the site?

Q1.7 What are the neighbouring land uses around the site?

**Section 2: Site details** - Physical characteristics of the site and information about constraints

Q2.1 What is the topography and orientation of the site?

Q2.2 What is the land cover on the site?

Please let us know what land cover exists on the site, such as agriculture (arable or grassland), fallow areas, woodland (commercial plantations, semi-natural woodland), wetland, water bodies and watercourses, hardstanding, existing buildings, etc.

Q2.3 Are there any natural heritage features on or adjacent to the site including green and blue networks and landscape designations; and/or are there any natural heritage designations on or within 100m of the site? (Y/N)

You can find information on sites designated for natural heritage and landscape on the [Fife IHN and Natural Heritage Designations interactive map](#). Fife Council has an [interactive map of green and blue networks](#) in the area.

Follow on question if yes:

Q2.3a Please provide details of the natural heritage features and designations on and around the site. Explain if any of the existing natural features on the site are to be retained in the proposed development. (1000 character limit)

Q2.3b Please upload any relevant information such as ecology and landscape studies.

Q2.4 Please provide details of any physical constraints/opportunities on the site such as pylons, substations, underground services, etc.

Please provide information if any of the following impact the site: underground utilities, overhead cables and substations; any ground condition issues, potential contaminated land, legacy from former mining and industrial activity, hazardous site consultation zones etc.

Please check historic maps of the area to investigate previous uses on the site - the [National Library of Scotland Historical Mapping](#) is a useful resource.

The [Fife Local Development Plan interactive map](#) includes information on hazard site and pipe consultation zones in the Advice/consultation section

Q2.5 Please provide details of any legal restrictions which could affect development on the site such as wayleaves, rights of way, third party land, access issues, etc.

Q2.6 Are there any built structures on the site (including boundary walls) or is the site within an area which has a built heritage designation such as a listed building, conservation area or garden and designed landscape? (Y/N)

You can find information on sites with historic environment designations on the [Historic Environment Scotland designation map](#).

Follow on questions if yes:

Q2.6a Please provide details of any existing structures on the site (including information on their condition) and explain if any of these structures are to be retained and reused in the proposed development.

This should include buildings, walls, areas of hardstanding, bridges, and any other built structures which exist in, on over or under the land.

Q2.6b Please provide details of any historic built heritage assets on or in proximity to the site and provide a brief overview of how the proposal will comply with NPF4 policy 7: Historic Assets and Places. Please note: not all built heritage assets are designated we are also interested in those that may be considered non-designated historic assets. (1000 character limit)

Q2.6c Please provide a plan showing the location of any structures on and around the site including; Conservation Areas, Listed Buildings, Inventory Gardens and Designed Landscapes, Non-Designated Heritage Assets/ Historic Environment Assets, Scheduled Monuments, Designated Battlefields, World Heritage Sites and protected view cones.

**NPF 4** Policy 7: Historic Assets and Places seeks to protect and enhance historic environment assets and places, and to enable positive change as a catalyst for the regeneration of places.

The following sources of information should be consulted for information regarding the built heritage assets on the site:

- [National Library of Scotland Historical Mapping](#);
- [Historic Environment Scotland designation map](#),
- [Pastmap](#) and [Canmore](#) database;
- [Buildings at Risk register](#);
- [Fife Council Planning Portal](#) and [Fife Local Development Plan interactive map](#) (under cultural assets).
- Forth Rail Bridge World Heritage Site protected views

**Non Designated Heritage or Historic Environment assets** can be anything not covered by another designation, but which has some level of historical, architectural or archaeological interest. Potential non-designated heritage assets might commonly be found:

- in settlements which have a historic centre but without a Conservation Area;
- on the outskirts of settlements with a Conservation Area but beyond its boundaries;
- in rural and industrial locations (where in some cases they may have been missed or overlooked in previous listing surveys).

Almost anything pre-1919, and of traditional construction and materials has potential to meet one or more of the interest categories and while not limited to, may include the following building and structure types:

- Traditional domestic buildings such as houses, cottages and terraces, both urban and rural. Including 19th and 20th Century housing developments which can have group value.
- Agricultural buildings, e.g. Steadings, barns, cottages, doocots and other farming infrastructure (larger steadings, farmhouses and doocots are often listed or curtilage listed but other more modest structures may be non-designated especially in remote locations);
- Industrial buildings, e.g. mills, weirs, warehouses, workshops;
- Other miscellaneous structures like post boxes, phone boxes, lamp posts, milestones, water fountains, water towers, walls and gate piers, and historic road surfaces;
- Places of potential buried archaeological interest (these can often be identified through historic mapping or Canmore monument records)

Q2.6d Please provide clear photographs of the existing structures on the site to give us an indication of their condition.

Q2.7 Is the site identified as potentially at risk of flooding on the SEPA flood maps? (use the low likelihood layers for surface water, river and coastal flooding and the future flood maps for river and coastal flooding) (Y/N)

Check the [SEPA flood maps](#) to get this information. You will need to use the low likelihood maps for surface water, river and coastal flooding as this will take into account the uplift required for climate change. You will also need to consult the two future flood maps for river and coastal flooding. (note the future flood map layers need to be switched on using the map contents [layers] tab in the mapping).

Follow on question if yes:

Q2.7a Where the site is predicted to be significantly at risk of flooding on the SEPA flood maps please provide us with a flood risk assessment and provide a brief overview of how the proposal will comply with NPF4 policy 22: Flood Risk and Water Management and Policy 2: Climate Mitigation and Adaptation.

**NPF 4** policy 22: Flood Risk and Water Management seeks to strengthen resilience to flood risk by promoting avoidance as a first principle and reducing the vulnerability of existing and future development to flooding. It also promotes the efficient and sustainable use of water resources, and a wider use of natural flood risk management with associated benefits for people and nature.

**NPF 4** Policy 2: Climate Mitigation and Adaptation seeks to encourage, promote and facilitate development that minimises emissions and adapts to the current and future impacts of climate change making places which are more resilient to climate change impacts.

SEPA have produced [guidance on land use planning and flood risk](#) to accompany the flood maps.

Q2.8 Is the site predicted to be at risk of coastal erosion on the Dynamic Coast 2 webmaps? (Y/N)

Check the [Dynamic Coast 2 webmaps](#) to determine this. Use the basic webmap - Future erosion 2050 high emission scenario layer to determine this.

Follow on question if yes:

Q2.8a Where a site is predicted to be at risk of coastal erosion please provide a brief overview of how the proposal will comply with NPF4 policy 10: Coastal Development and Policy 2: Climate Mitigation and Adaptation.

**NPF 4** Policy 10: Coastal Development seeks to protect coastal communities and assets and support resilience to the impacts of climate change

**NPF 4** Policy 2: Climate Mitigation and Adaptation seeks to encourage, promote and facilitate development that minimises emissions and adapts to the current and future impacts of climate change making places which are more resilient to climate change impacts.

### Section 3: About the proposal

Q3.1 Please provide a brief description of your proposal

What development or land uses are you proposing on the site? If the proposal is for a mixed use development, please give us an indication of the relative scale of the different uses you are proposing.

Q3.2 Does your proposal include housing? (Y/N)

Follow on questions if yes:

Q3.2a Please provide details on the number of housing units being proposed and a breakdown of the anticipated housing tenure, type and size of units.

Q3.2b Please provide a breakdown of the intended phasing of the housing development (number of units expected to be built per year and the anticipated years of delivery)

Q3.2c For proposals of 50 or more houses please give us a high level Statement of Community Benefit in line with National Planning Framework 4 Policy 16 (b). (1000 character limit)

**NPF4** Policy 16 (b) sets out that statements of community benefit should explain the contribution of the proposed development to:

- i. meeting local housing requirements, including affordable homes;
- ii. providing or enhancing local infrastructure, facilities and services; and
- iii. improving the residential amenity of the surrounding area.

Q3.3 Does your proposal include retail or commercial uses? (Y/N)

Follow on question if yes:

Q3.3a Please provide a brief overview of how the proposed development will comply with NPF4 Policy 27: City, town, local and commercial centres and Policy 28: Retail. (1000 character limit)

This should include an assessment on the likely impact of the proposed development on nearby city/town/local and commercial centres.

**NPF 4** policy 27: City, town, local and commercial centres seeks to encourage, promote and facilitate development in our city and town centres by applying the Town Centre First approach and by encouraging town centre living.

It aims to direct development to the most sustainable locations that are accessible by a range of sustainable transport modes and provide communities with easy access to the goods, services and recreational opportunities they need.

**NPF 4** Policy 28: Retail seeks to encourage, promote and facilitate retail investment to the most sustainable locations that are most accessible by a range of sustainable transport modes. It aims to create vibrant city, town and local centres and ensure that communities have access to the shops and goods they need by a range of sustainable transport modes as part of local living.

Q3.4 Is the proposal primarily for renewable, low-carbon and zero emissions technologies? (Y/N)

NPF4 policy 11 sets out that the following are included in renewable, low-carbon and zero emissions technologies:

- i. wind farms including repowering, extending, expanding and extending the life of existing wind farms;
- ii. enabling works, such as grid transmission and distribution infrastructure;
- iii. energy storage, such as battery storage and pumped storage hydro;
- iv. small scale renewable energy generation technology;
- v. solar arrays;
- vi. proposals associated with negative emissions technologies and carbon capture; and
- vii. proposals including co-location of these technologies.

Follow on question if yes:

Q3.4a Please provide a brief overview of how the proposal complies with NPF4 policy 11: Energy (1000 character limit).

NPF4 Policy 11: Energy seeks to encourage, promote and facilitate all forms of renewable energy development onshore and offshore. This includes energy generation, storage, new and replacement transmission and distribution infrastructure and emerging low-carbon and zero emissions technologies including hydrogen and carbon capture utilisation and storage (CCUS).

Q3.5 Will the proposed development result in any waste heat? Please note that lower temperature waste heat can also be of use. (Y/N)

Follow on question if yes:

Q3.5a Please provide details of the anticipated waste heat that will be produced by the proposal.

Q3.6 Will the proposal require heat and/or energy? (Y/N)

Q3.6a Please provide a brief overview of how energy and heat will be provided on the site (1000 character limit)

Q3.7 Will your proposal require infrastructure such as a sustainable drainage system, space for energy generation or storage, water and sewerage provision? (Y/N)

Follow on question if yes:

Q3.7a Please provide a brief overview of how this infrastructure will be provided on the site – this information should be shown spatially on the map you provide for question 1.3

Q3.7b Do you have control over all the land you require for this infrastructure (Y/N)

Follow on question if no:

Q3.7c Please explain how this infrastructure will be delivered (1000 character limit)

Q3.8 Does the proposal include opportunities to improve community resilience and community wealth building? For example community food growing, renewable energy schemes, local job creation; supporting community led proposals, including creation of new local firms and enabling community led ownership of buildings and assets, etc? (Y/N)

We have separate guidance on community wealth building which could help with the completion of this question.

Follow on question if yes:

Q3.8a Please provide details (1000 character limit)

Q3.9 Are there any community assets nearby which could be impacted positively or negatively by the development proposal? Examples of community assets include



community buildings as well as allotments, parks areas of protected open space and playparks. (Y/N)

Follow on question if yes:

Q3.9a Please provide details of any community assets which could be impacted by the development proposal.

#### Section 4: Meeting the requirements of NPF4 and delivering local strategies

Q4.1 Please provide a brief overview of how your proposal will help to deliver the strategic objectives of [NPF4](#) and the [Plan4Fife](#). (1000 character limit)

**NPF 4** aims to create future places that work for everyone - it contains six overarching spatial principles:

Just transition; Conserving and recycling assets; Local living; Compact urban growth; Rebalanced development; and Rural revitalisation.

By applying these spatial principles, the national spatial strategy will support the planning and delivery of:

**sustainable places**, where we reduce emissions, restore and better connect biodiversity;

**liveable places**, where we can all live better, healthier lives; and

**productive places**, where we have a greener, fairer and more inclusive wellbeing economy.

The [Plan4Fife 2021-2024 Update](#) includes the following key priorities which support an overarching approach of community wealth building in Fife:

- Leading economic recovery
- Tackling poverty and preventing crisis
- Addressing the climate emergency

Please provide us with a short explanation of how your proposal will help to deliver these aims.

Q4.2 In 2021 Fife Council signed the Edinburgh Declaration on Biodiversity, committing the Council to mitigate the effects of climate change and improve local biodiversity.

Please give us a brief overview of how the proposed development will comply with [NPF4](#) Policy 3: Biodiversity; Policy 4: Natural Places; Policy 6: Forestry Woodland and Trees; and Policy 20: Green and Blue Infrastructure. Include details of how your proposal will enhance biodiversity and incorporate nature-based solutions on the site. (1000 character limit)

[NPF4](#) Policy 3: Biodiversity seeks to protect biodiversity, reverse biodiversity loss, deliver positive effects from development and strengthen nature networks.

[NPF4](#) Policy 4: Natural Places seeks to protect, restore and enhance natural assets making best use of nature-based solutions.

[NPF4](#) Policy 6: Forestry and Woodland seeks to protect and expand forests, woodland and trees.

[NPF4](#) Policy 20: Green and blue infrastructure seeks to protect and enhance blue and green infrastructure and their networks.

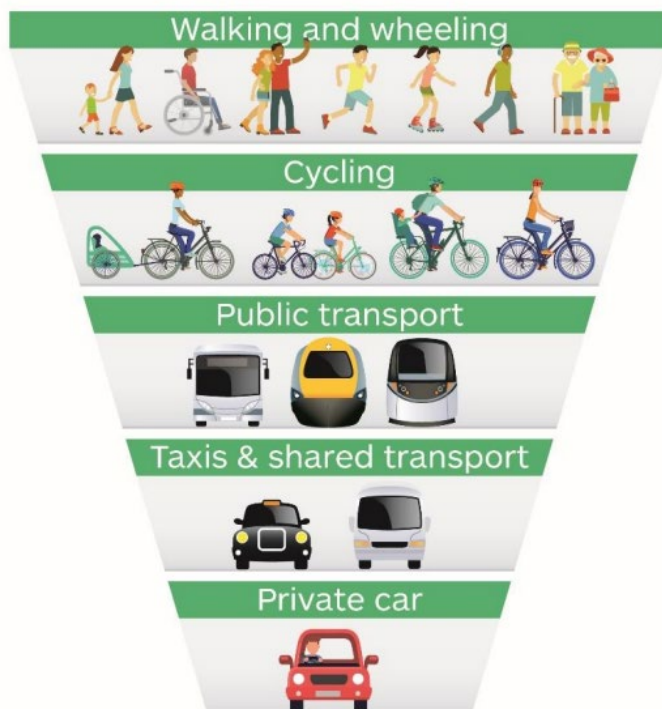
Nature-based solutions refer to the use of nature and natural environments to help tackle socio-environmental challenges, providing benefits to people and nature. In particular, these solutions can help us mitigate and adapt to climate change. [Naturescot](#) and the [Scottish Wildlife Trust](#) have resources on nature based solutions.

The following sources of information will be useful:

- Draft [Scottish Biodiversity Strategy to 2045: tackling the nature emergency](#)
- [Scotland's Forestry Strategy 2019-2029](#)
- NatureScot have a range of documents which provide [planning and development advice](#).
- [Fife's Green and Blue network mapping](#) and [explanatory storymap](#) includes the ecosystem services they support and mapping of habitats and ancient woodlands in the Space for nature section.
- The [Fife Forestry and Woodland Strategy 2013-2018](#)
- The [Fife Local Biodiversity Action Plan 2013-2018](#)

Q4.3 Please provide a brief overview of how the proposed development will meet the priorities of the [Fife Local Transport Strategy 2023-2033](#) and comply with NPF4 Policy 13: Sustainable Transport and Policy 2: Climate Mitigation and Adaptation. This should include information on the nearest bus stops and rail station; how the site will connect to (and potentially enhance), the active travel network; how access to nearby services and facilities will be provided; and how vehicular access into the site will be provided (1000 character limit)

### Prioritising Sustainable Transport



Sustainable Travel Hierarchy taken from the National Transport Strategy

The [Fife Local Transport Strategy](#) aims for a transport system which supports our communities with affordable, seamless and sustainable access to all aspects of our daily lives and includes the following priorities:

- Fair access to daily activities
- Safe and secure travel for all
- A just transition to net zero
- A resilient transport network

[NPF4](#) Policy 2: Climate Mitigation and Adaptation looks for development to be located and designed to reduce greenhouse gas emissions.

[NPF4](#) Policy 13: Sustainable Transport seeks to reduce car dominance and promotes more sustainable travel options such as walking, cycling, wheeling and public transport.

Q4.4 Please provide a brief overview of how your proposal will contribute towards local living and provide opportunities for healthier lifestyles to comply with NPF4 Policy 15: Local Living and 20 minute neighbourhoods and Policy 23(a): Health and Safety. (1000 character limit)

Fife Council have developed a [local living and 20 minute neighbourhoods interactive map](#) which shows the location of key services and facilities in Fife with walking buffers around them. This can be used to provide a high level assessment of how easily services and facilities can be accessed from the site or how proposals could enhance access to services and facilities. We also have a storymap which provides an explanation of work Fife Council planning has done on 20 minute neighbourhoods and local living. Scottish Government has developed [planning guidance on Local Living and 20 minute neighbourhoods](#) will also be of use.

[NPF4](#) policy 23(a) supports proposals that will have a positive effect on health and includes the following examples: proposals that incorporate opportunities for exercise, community food growing or allotments.

**Section 5: Previous engagement** - Details of previous engagement with Fife Council and other stakeholders.

Q5.1 Please provide details of any previous planning history on the site or engagement with Fife Council Planning service regarding the site.

Previous planning history refers to any planning permissions granted on the site or if the site been allocated in a previous local development plan or considered through a local plan examination or planning appeal.

Q5.2 Please provide details of any previous engagement you have had with key agencies or utility service providers regarding the site.

Include information on who you have contacted and when and any relevant information discussed.

Key agencies and utilities providers include SEPA, NatureScot, Historic Environment Scotland, NHS, Transport Scotland, Scottish Water, Scottish Gas Networks, Scottish Power Energy Networks

Q5.3 Please upload any relevant information relating to contact with the planning service, key agencies and utility providers.

Q5.4 Is the site within an area which has a community led plan? (Y/N)

Community led plans include Local Place Plans, Community Action Plans, etc.

Fife Council holds a [register of Local Place Plans](#) and the [local community planning](#) pages for each local area in Fife have links to community led action plans which have been developed.

Follow on question if yes:

Q5.4a Please give details of which community led plans apply and whether they have been consulted in the preparation of your proposal. (1000 character limit)

Q5.5 Have you engaged with the local community during the preparation of the development proposal? (Y/N)

Follow on question if yes:

Q5.5a Please provide details of your engagement with the local community.

## **Section 6: Viability, deliverability and other information**

Information on the viability and deliverability of the proposal.

Q6.1 Please provide the following evidence relating to the site and your proposal if relevant: Details of any land option or consortium agreements; evidence of the deliverability of the site (willing landowner, willing developer, awareness of any infrastructure requirements); evidence relating to the viability of the development. Please note we may request further information such as a market assessment or details of funding/financing.

Q6.2 Please upload any additional information which you think is relevant to your submission.