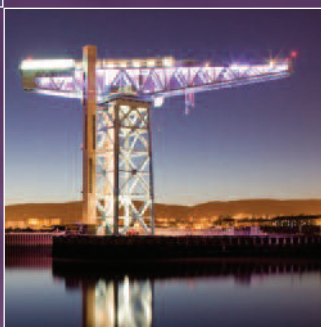


West Dunbartonshire Local Development Plan

Development Plan Scheme and Participation Statement



JUNE 2014

Development Plan Scheme and Participation Statement

Introduction

This document provides information on Development Plan coverage within West Dunbartonshire (excluding that part of the Council area within the Loch Lomond and the Trossachs National Park), with regard to both existing plans and the timetable for preparing replacement plans. It also sets out the means by which participation in the preparation of the new Local Development Plan (LDP) will be undertaken. The National Park Authority is responsible for the Development Plan Scheme and Participation Statement for that part of West Dunbartonshire within the National Park.

What is a Development Plan?

It is a document which sets out policies and proposals for the use of land in the area it covers. It does this by identifying uses that will be acceptable on particular sites and by setting out criteria for the assessment of development proposals.

What types of Development Plan are there?

There are two tiers of Development Plan operating within Scotland.

Strategic Development Plans are applicable to the city-regions of Glasgow, Edinburgh, Aberdeen and Dundee, and cover more than one local authority area. These set out a long-term vision for the development of the city-regions and provide a framework for Local Development Plans.

Local Development Plans provide a more detailed planning framework, usually at a local authority level, setting out policies for assessing planning applications and identifying sites for development or protection from development. They will eventually replace Local Plans, including the current adopted West Dunbartonshire Local Plan.

Local Development Plans can be supported by Supplementary Guidance to provide more detailed information on specific issues.

What Development Plans are currently in place in West Dunbartonshire?

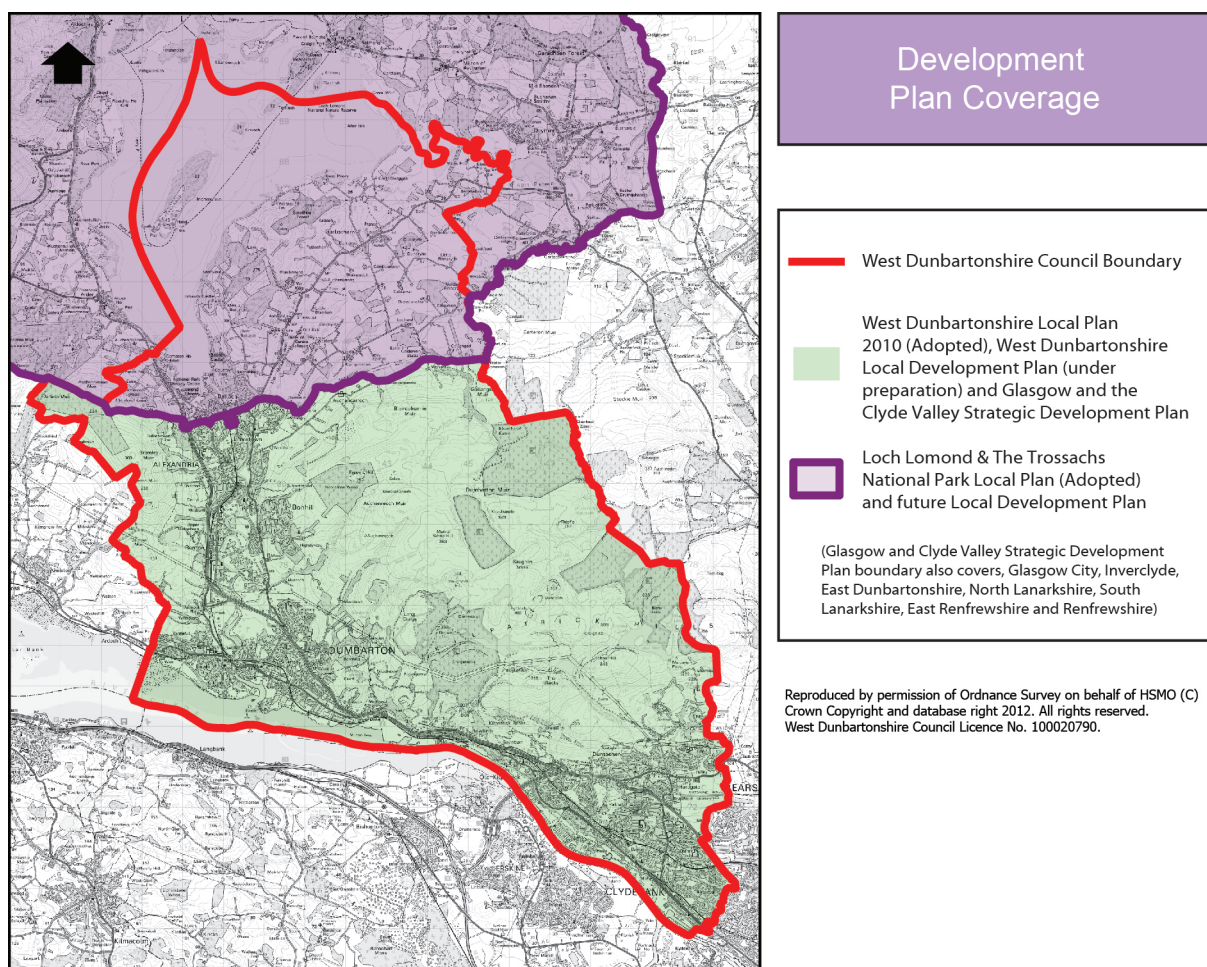
The Glasgow and the Clyde Valley Strategic Development Plan (approved 29 May 2012) covers the West Dunbartonshire Council area with the exception of the area within the National Park. A new Strategic Development Plan is currently under preparation. Further information can be found at www.gcvsdpa.gov.uk.

The current Local Plan is the West Dunbartonshire Local Plan which was adopted on 3 March 2010. This plan covers West Dunbartonshire with the exception of that area within the National Park.

The replacement Local Development Plan for West Dunbartonshire is currently being prepared.

In addition, the Council has produced supplementary planning guidance and advice notes which are listed in Appendix 1.

The National Park Local Plan was adopted in December 2011. The Local Development Plan for the National Park is under preparation. Further information can be found at www.lochlomond-trossachs.org/planning.



What are the main stages in preparing the replacement LDP?

The significant stages and documents in the preparation of the LDP are as follows:

- **Survey and Technical Work and Early Participation** – survey and technical work undertaken to inform the Main Issues Report and stakeholders consulted with regard to their requirements for the Plan.
- **Main Issues Report** – the findings of the survey and technical work and early participation is reflected in the Main Issues Report which sets out the issues to be addressed by the Local Development Plan and the options for addressing these.
- **Proposed Plan** – the Proposed Plan is a consultative version of the Plan published as the Council would like to see it adopted.
- **Submission to Scottish Ministers** – following consultation and amendment if necessary the Proposed Plan is submitted to Scottish Ministers for examination.
- **Examination** – if there remain unresolved representations to the Proposed Plan when submitted to the Scottish Ministers, a Reporter will be appointed to examine the Plan.
- **Adoption** – following an examination of the Plan, it is modified if necessary and then published for adoption.

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Timetable for the preparation of the new LDP for West Dunbartonshire

The timetable for the preparation of the Local Development Plan is set out below.



Strategic Environmental Assessment

The Council will undertake a Strategic Environmental Assessment (SEA) of the new LDP. At key stages in the preparation of the LDP the Council will produce an Environmental Report assessing the environmental impact of the Plan's policies and proposals, and of any alternatives. These Environmental Reports will be subject to public consultation.

Who can participate in the preparation of the new Plan?

Participation in the plan-making process is open to everyone: from individuals, community groups, and small local businesses to investors, land owners, housebuilders and national and international companies.

When will participation happen?

Participation will be encouraged throughout the preparation of the LDP. There are stages of the process associated with the publication of documents when the Council is required to formally consult with participants, for example on the Main Issues Report and the Proposed Plan.

How will the Council manage and encourage participation?

The following tables outline what methods will be used to encourage and undertake participation at each stage of the LDP process.

Pre MIR Stage - Background work, evidence gathering & scoping report		
Who will be involved	Publicity and Participation Methods	Progress at June 2014
Scottish Government, Key Agencies, developers, planning consultants, land owners, members of the public, Community Councils and other community groups, other Council sections, adjoining/GCVSDA local authorities	A Participation Strategy will be issued to stakeholders and published online to highlight the beginning of the LDP process and encourage engagement.	Complete
	Information on the preparation of the LDP and key LDP documents will be made available on the WDC website .	Complete
	An invitation to participate will be sent by letter and email to individuals and organisations likely to have an interest in the LDP process. This will encourage registration of interest and submission of early representations ('call for sites'). A form to register electronically will also be available on the LDP webpage.	Complete
	Meetings will be sought and offered to interested individuals and organisations.	Complete
	A newsletter will be sent out to all those on the participant database, publicised on the website and at Council Offices and libraries.	Complete
	A questionnaire seeking views on potential main issues will be issued to registered participants and others.	Complete
	A visionary workshop event will be held involving community organisations, developers and consultants, landowners, Elected Members and Council staff.	Complete
	Meeting with Elected Members on a ward or individual basis.	Complete
	Member-Officer Workshops to discuss the MIR when it is being drafted.	Complete

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MIR Stage - Main Issues Report, Monitoring Statement & Environment Report		
Who will be involved	Publicity and Participation Methods	Progress at June 2014
Scottish Government, Key Agencies, developers, planning consultants, land owners, members of the public, Community Councils and other community groups other Council sections, adjoining/ GCVSDPA local authorities	The MIR will be placed in the main Council offices and libraries	Complete
	The MIR will be made available on the Council's website .	Complete
	A publication notice will be placed in local papers.	Complete
	An invitation to participate and a newsletter updating on the process and promoting participation in the MIR will be sent out to all those on the participant database and made available on the website and at Council offices and libraries.	Complete
	Meetings will be offered and sought to discuss the MIR.	Complete
	Drop-in-sessions will be held across the Council area to discuss the MIR and encourage engagement.	Complete
	There will be a formal consultation period of 12 weeks to allow for representations to be made.	Complete

Proposed Plan Stage - Proposed Plan, Proposed Action Programme & Revised Environmental Report (if necessary)		
Who will be involved	Publicity and Participation Methods	Progress at June 2014
Scottish Ministers, key agencies, owners/ occupiers/ lessees of land or neighbouring land identified in the proposed plan for development, those who commented on the MIR, any other interested parties involved at the previous stage.	The Plan will be placed in the main Council offices and libraries.	Complete
	The Plan will be made available on the Council's website.	Complete
	A publication notice will be placed in local papers.	Complete
	Notification of publication will be sent to all those who commented on the MIR of publication.	Complete
	A newsletter updating on the process and promoting participation in the Proposed Plan will be sent out to all those on the participant database, publicised on the website, and made available in Council offices and libraries.	Complete
	Owners, lessees, occupiers of sites (or neighbouring land) which the Proposed Plan specifically proposes to be developed (and which would have a significant affect on the use and amenity of the site) will be notified.	Complete
	Meetings will be offered and sought to discuss the Proposed Plan and resolve objections where possible.	Complete
	Information sessions will be held across the Council area to discuss the Proposed Plan and encourage engagement.	Complete
	There will be a formal consultation period of at least 6 weeks to allow for representations to made.	Complete

Final Stages - Modifications, submission to Scottish Ministers, Examination & Adoption

Following the end of the period allowed for representations to be made on the Proposed Plan, the Council may make Proposed Modifications to the Plan but only to take account of representations, consultation responses or minor drafting/technical matters. If so, the same method of publicity and participation will apply at this stage as at the Proposed Plan.

When the Proposed Plan is submitted to the Scottish Ministers a proposed Action Programme must also be submitted. This sets out a list of the actions required to deliver each of the Plan's policies and proposals, along with who is to carry out the action and a timescale.

Another requirement at this stage will be to submit a report of conformity with the participation statement.

If there are unresolved representations the Scottish Ministers will appoint a Reporter to examine the plan.

Following examination, the Reporter's recommendations will be reported back to the Council and any suggested modifications will be accepted unless there is justification not to do so. The amended Plan will be published and sent to the Scottish Ministers.

West Dunbartonshire Council will adopt the Plan 28 days after advertisement of intention of adopt the Plan.

Contact Details and Registration for Participation

An LDP participant database has been established to record the details of all individuals, organisations and businesses who want to be kept up to date with the LDP process. Interested individuals or organisations can have their details added to the database by contacting us through any of the methods below -

Email: ldp@west-dunbarton.gov.uk
Telephone: 01389 738539
Write: Forward Planning
Planning & Building Standards
West Dunbartonshire Council
Council Offices
Rosebery Place
Clydebank
G81 1TG

Further information and key documents can also be found online at –
www.west-dunbarton.gov.uk/council/strategies,-plans-and-policies/local-development-planning.

Appendix 1- Supplementary Guidance, Advice Notes and Protocols

Supplementary Guidance

Alexandria

Alexandria, Heart of the Vale, Town Centre Action Plan, 2004
Alexandria Streetscape Design Guide, 2007
Alexandria Town Centre Masterplan, 2008

Clydebank

Clydebank Retail Strategy, 2003
Clydebank Design Guide (Page and Park), 2003
The Clydebank Plan, 2003 - 2010 (updated 2004)

Dumbarton

Rediscovering Dumbarton, Dumbarton Town Centre Action Plan, 2001
Dumbarton Town Centre Public Realm Design Guide, 2001
Dumbarton Waterfront Design Framework, 2004
Dumbarton Town Centre Signage Strategy, 2006
Dumbarton Town Centre Masterplan, 2008

West Dunbartonshire wide

Shopfront Design Guide, 2001
Frontiers of the Roman Empire (Antonine Wall) World Heritage Site, 2011
Residential Development: Principles for Good Design, 2014

Development Management Advice Notes

Householder advice notes

Fencing
Driveways
Decking
Satellite Dishes
Extensions
Garages
Porches
Dormers & Velux Windows

Protocols

Facilitating Appropriate Development on Key Development Sites

- Pre-Application Advice
- Liaison Meetings
- Elected Member Involvement in Pre-application Discussions
- Planning Processing Agreements