

Mr Brian Archibald
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Our Ref: HWLDP-EX1:2
Your Ref: LDP-270-3
Date: 9 June 2011

Dear Mr Archibald,

HIGHLAND WIDE LOCAL DEVELOPMENT PLAN – CONFORMITY WITH PARTICIPATION STATEMENT

I write in response to your letter of 1 June 2011 requesting further information relating to the Conformity with Participation Statement. In respect the Council's approach to continuing to engage with respondents to the Main Issues Report I attach copies of correspondence sent at the time the Proposed Plan was placed on deposit for consultation. This mailing was posted to all respondents to the Main Issues Report, in addition the enclosed email was sent to all respondents that provided an email address. A list of all respondents is attached for your information, 335 individuals, organisations, developers and consultants.

In reference to the Council's approach to identifying and notification of landowners, this is indicated on page 7 of the Report on Conformity with Participation Statement along with a sample of the notification format.

The statement on page 6 of the Development Plan Scheme (DPS) is intended to reflect the provisions of Circular 1/2009 Development Planning paragraphs 53 & 54 in terms of serving neighbour notification to land ownerships where premises are present. We have tried to ensure the language used in the DPS has been simplified as much as possible in order to make the document more user friendly and concise and we have been awarded Crystal Mark status by the Plain English campaign (Crystal Mark 19174)..

Additionally it is noted that the reference to the methodology adopted by the Council is erroneous. The Council's approach to identifying neighbouring premises went beyond that required by Circular 1/2009 Development Planning paragraphs 53 & 54; this is indicated in the revised statement below. I also attach a list of all premises/addresses notified and to which allocation each notification relates.

"Methodology for Notification of Owners, Lessees or Occupiers

Each allocation of land within the Highland wide Local Development Plan was plotted using the Council's Geographical Information System (GIS). As it was considered that the allocations would affect the amenity of all properties in the surrounding area, all properties within an 80m buffer of the boundary of the proposed allocation were notified including properties within and properties outwith

the site. Circular 1/2009 and the Town and Country Planning (Development Planning) Scotland Regulations 2008 suggests a buffer of 20m, however given the strategic nature of the sites and after visual checks of the maps with a 20m buffer, we felt it more appropriate to increase this buffer to 80m to ensure all properties which had any part of their land (i.e. garden ground, access, garages, etc.) were included. The addresses for these properties were then extracted from the Council's Corporate Address Gazetteer, to enable a mail merge to be carried out.

The notification was in the form of a letter with a map showing the allocation in relation to the property. The content of the letter followed the content and structure set out by Schedule 2 of the Town and Country Planning (Development Planning) (Scotland) 2008. A sample of the neighbour notification letter is included as Appendix 6 of this report. In utilising this methodology a total of 988 households were notified."

In addition for your information I attach a copy of correspondence sent to all parties that have an unresolved representation to the Plan and which have been submitted for Examination.

Yours sincerely,

Brian MacKenzie
Principal Planner
Development Plans Team

Encs.

Mailing to MIR Representors.pdf
Mailing to MIR Representors - Community Councils.pdf
Mailing list of MIR Representors.pdf
MIR respondents email 24-09-10.pdf

HwLDP Neighbour Notified Addresses.pdf

HwLDP Examination - Notification of Reporters.pdf
HwLDP Examination - Notification of Reporters Mailing List.pdf