

Argyll and Bute Planning Service
Technical Note 1: Masterplanning
June 2016



Seirbheis Planaidh Earra-Ghàidheal is Bhòid



Technical note 1 Masterplanning in Argyll and Bute

Introduction

The Scottish Government attaches great importance to Masterplanning and has produced a Planning Advice Note (PAN 83) on the subject. They are seen by the Scottish Government as a way to promote a greater focus on the quality of places, and encourage the development of sustainable communities with high quality environments, good transport connections, with well designed, energy efficient homes. Effective masterplanning is therefore seen as making a positive contribution to the creation of sustainable and successful places. The Planning Advice Note's aims are to:

- **promote** the use of masterplanning to create better places
- **explain** how to achieve more effective masterplanning
- **achieve** more consistency in the presentation of masterplans; and
- **encourage** good practice through a range of exemplar case studies.

Masterplanning is regarded by Argyll and Bute Council as a process which can positively contribute to sustainable development and help raise the standards of design throughout the area. It is also considered that Masterplanning helps the Council assess, at an early stage in the development process, the interrelationships of layout, design, access, existing transport infrastructure and sustainable modes of travel, landscape and ecology, open space provision and integration of a proposed development with existing communities. For larger scale developments and those which form part of longer term development proposals masterplans facilitate a sustainable approach to development, and can therefore be used by prospective developers to demonstrate compliance with Policy LDP STRAT 1 – Sustainable Development.

When are Masterplans required?

Masterplans are primarily required where these involve areas which have been identified as Strategic Masterplan Areas in the Local Development Plan. The main purpose of Masterplans in such areas is to enable a coordinated approach to the delivery of large scale, multiphased and strategically important developments within which the Council may take a lead role and where there is a need for coordination to bring forward delivery. Within a Strategic Master Plan area a master plan will be required for:

- All Allocations and PDAs. The masterplan should demonstrate how the proposed development will relate to the wider Strategic Masterplan Area and address the issues highlighted in the SMA schedule, Allocation/PDA schedule and Action Programme schedules.
- Proposals outwith an allocation or PDA which propose a phased approach or involve complex issues and which may impact on the identified issues highlighted in the SMA schedule or Action Programme; or
- large scale proposals (as defined in the LDP or Supplementary Guidance) where there are mixed use proposals or complex issues. Where the Masterplan should demonstrate how the proposed development will relate to the wider area and address phasing issues.

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In other instances a Masterplan may be required for allocations and potential development areas identified in the Local Development Plan, where a phased approach to development is being proposed, such that a planning application only covers part of the allocation or potential development area identified in the Local Development Plan or the issues are complex and potentially impact on a wider area. In such cases the principles of the master plan should be the same i.e. to demonstrate at an early stage in the development process, the interrelationships of layout, design, access, existing transport infrastructure and sustainable modes of travel, landscape and ecology, open space provision and integration of a proposed development with existing communities.

When should a Masterplan be submitted?

Within a Strategic Masterplan area, where a site is considered to be of strategic importance to Argyll and Bute and/or associated with a major phased, urban expansion or regeneration project, or being taken forward by the Council, a Masterplan should be submitted. It will require an appropriate level of detail to provide an indicative overview of the proposals and to allow for meaningful public engagement. This will include the requirement to hold at least one public meeting to allow members of the public in the area to engage in the process. It is also expected that a minimum period of 28 days public consultation will be undertaken.

In all other circumstances where a masterplan is required it must either be submitted prior to or concurrently with any associated planning application and the publicity and consultation arrangements will run for a minimum 21 day period with the applicant responsible for the additional advertisement costs related to the masterplan.

The results of the public consultation on the masterplan will be reported to the Council or PPSL Committee prior to their final approval of the Masterplan, once approved the Masterplan will be treated as non statutory planning guidance.

What should a Masterplan Contain?

The Council considers that Masterplans should contain the following information:

- (i) an indication of the developer's intended vision for the site and an explanation as to how the form of the development will achieve that vision;**
- (ii) an indication as to how the proposed development will be implemented;**
- (iii) an indication of the proposed phasing of the development that provides reassurances that none of the site will be sterilised for future development;**
- (iv) an indication of the location and type of uses to be provided;**
- (v) an indication of the location and amount of public open space to be provided within the development;**

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- (vi) an indication of how the proposed development will be integrated with existing communities, the natural environment and the topography of the site;
- (vii) an indication of pedestrian and vehicular access arrangements to the site, proposed internal road, footpath and cycle infrastructure and linkages with external access networks;
- (viii) an indication of the landscaping regime proposed for the site and the measures to be taken to protect and enhance any important existing landscape features contained in the site.

What should be the format for the Masterplan?

In broad terms, a Masterplan comprises an illustrative plan and accompanying written text describing how an area will be developed and how the masterplanning process has been taken forward. It is based upon an understanding of place and it is intended to provide a structured approach to creating a clear and consistent framework for development.

1) The illustrative plan

The preparation of an illustrative plan is a key element in the Masterplan process as it indicates in visual terms the proposed development that is subject of the Masterplan. It is considered essential that this element of the plan should relate directly to the written text and be easy to interpret, incorporating, for example, a combination of photographs, sketches, computer based images and figure/ground diagrams indicating the form of the particular development proposed.

In straightforward developments, simple but well presented diagrams, together with a concise and clearly written text is generally considered to be sufficient to convey the basic essentials of a Masterplan.

The illustrative plan should include the following details and information:

- the location of the site and the boundaries of the development in relation to surrounding areas of land / adjacent developments etc;
- a visual representation of land ownership;
- identification of significant site features and constraints including possible mitigation measures;
- the distribution of existing and proposed land uses within the site;
- an indication of the built form of the proposed development i.e. massing, height, density, orientation, grids/blocks;
- an indication of how the development has been integrated with adjacent communities;
- an indication of access arrangements for pedestrians, cycles where appropriate, public and private transport within and outwith the Masterplan area; and

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- an indication of landscaping and open space provision.

2) Written text

The contents of the written text that accompanies the Masterplan should be concise and focused on providing the following information:

(i) Background Information

- The name of the development;
- Details of the applicant / agent; and
- Details of any Development Brief previously prepared for the area.

(ii) Site details

- Location and site plan;
- Description of the site;
- Planning history of the site; and
- Ownership details

(iii) Site and area analysis

- Context – including a concise vision statement
- Identity – a description of the physical, social and economic elements of the area;
- Appraisal of accessibility to and from the site;

(iv) Integration

- How the development will be integrated with the existing community, natural environment and the existing topography of the site;
- The measures to be taken to protect and enhance any important existing landscape and geological features contained in the site.
- How the development will be physically accessed in terms of the different modes of transportation.

(v) Proposed development programme

- How the development will be phased and implemented.

Who will evaluate and approve the Masterplan?

All Masterplans submitted to the Council will be subject to evaluation by the Council and if necessary, forwarded to all relevant consultees including local Community Councils and where considered appropriate Architecture and Design Scotland. The evaluation process undertaken by the Council will include an analysis of the Masterplan submission in terms of the contents of the written text and illustrative plan as detailed above. The results of the public consultation process will also be taken in to account by the Council/PPSL Committee.

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Following approval by the Council/PPSL Committee the Masterplan will be regarded as a material consideration that will provide a context for deciding any future planning application within the masterplan area. It should be noted however, that all Masterplans are indicative and not prescriptive in nature.

It should also be noted that all planning applications required to be accompanied by a Masterplan will be considered by the PPSL committee following approval by Council/PPSL Committee.

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The table below shows those Strategic Masterplan Areas which have been identified in the Argyll and Bute Local Development Plan

TABEL 1 Argyll and Bute Strategic Masterplan Areas

Ref No.	Location	Use	Allocations /PDAs
MAST 1/1	Ardyne	Mixed use – tourism/business/leisure/housing/marine/aquaculture related	PDA 2/43 MIN – AL 2/2
MAST 1/2	Castle Toward	Mixed Use; Tourism/Business/Leisure/Housing/Educational	PDA 2/42
MAST 1/13	North Bute	Mixed Use; Tourism/Leisure/Access/Community Use (Low impact development)	PDA1001
MAST 1/3	Hermitage	Housing	H2007 H-AL 3/1
MAST 1/4	Helensburgh Pierhead	Mixed Use; Tourism/Retail/Leisure/Public Realm	CFR2001
MAST 1/5	Inveraray	Mixed use/village expansion/housing/business/retail/community facilities	MU3001
MAST 1/6	Bowmore	Mixed use/village expansion/housing/business/retail/community facilities	MU3002
MAST 1/8	Lochgilphead/Argyll and Bute Hospital	Mixed use/business/housing/tourism/community facilities	PDA3008
MAST 1/9	Kilmory Strategic Business Site	Business/community	BI-AL 12/1 MU3004 BI3001
MAST 1/10	Machrihanish Strategic Business Sites	Green energy hub/strategic business site	PDA3001
MAST 1/11	Oban	Education, housing, commercial including retail, business and industry	PDA 5/3 PDA 5/6 PDA 5/7 PDA 5/4 PDA 5/5
MAST 1/12	Dunbeg Corridor	Education, housing, commercial including neighbourhood retail, business and industry	H4009 H4006 PDA 5/26 MU4002 CFR-AL 5/2 H4015 H4007 H-AL 5/8 PDA 5/172 BI-AL 5/9



Argyll and Bute Council
Development and Infrastructure
Director: Pippa Milne

www.argyll-bute.gov.uk

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