



Appendix 8

DRAFT PLANNING GUIDANCE

VISITOR EXPERIENCE

DRAFT PLANNING GUIDANCE – Visitor Experience in the National Park

1.	Introduction.....	2
2.	The Role of Tourism Development in the National Park	3
3.	Delivering the National Park Partnership Plan and Tourism Strategy (2012-2017)	3
4.	Existing Tourism Accommodation.....	5
5.	Staff Accommodation	6
6.	Where new tourism development would be supported?.....	7
7.	Definitions of Tourism Accommodation	9
8.	New Tourism/Visitor Infrastructure.....	13
9.	New Visitor Centres/Attractions	14
10.	New Ancillary Tourism Facilities	15
11.	Environmental Impact Assessments (EIAs)	15
12.	Management of Communal Grounds.....	15
13.	Business Statement.....	16
	Appendix 1 – Example Conditions	18

1. Introduction

Our Proposed Plan visitor experience policies aim to focus new tourism development into our existing towns and villages and allows for small-scale proposals in the rural area.

This consultative draft guidance is one of a series of Planning Guidance on how the Proposed Plan policy operates. This guidance aims to:

- Provide an overview of the tourism strategy for the National Park and detailed guidance on the locational strategy for new tourism accommodation.
- Provide more detailed guidance on how the tourism policy will be applied in practice to any new tourism developments and what is meant by accommodation, facilities and infrastructure.
- Give greater guidance on what is meant by small scale, safe walking distance and explains terms such as a Business Statement, Site Management Plan and planning conditions that may be applied.

This guidance is aimed at anyone considering developing a new tourism business, project or infrastructure in the National Park. We encourage you to contact us at an early stage to discuss your proposal using our free pre-application service. This will help determine what other planning factors apply such as design and site constraint issues.

This Planning Guidance is one of a series that supports policies in the Proposed Plan. It describes how we apply the visitor experience policies and it is a material planning consideration in planning applications. This guidance should be read in conjunction with the Proposed Plan which includes the overarching and detailed policies. It is likely that we will review this guidance during the plan period of 5 years and any changes would be agreed by the Planning and Access Committee.

2. The Role of Tourism Development in the National Park

The National Park visitor experience is centred on the landscape. The European Charter for Sustainable Tourism awarded to the National Park seeks to ensure the protection and enhancement of the National Park's natural and cultural heritage in a holistic manner which balances conservation and development. The key principle is to enable tourism that won't compromise the key landscape experience.

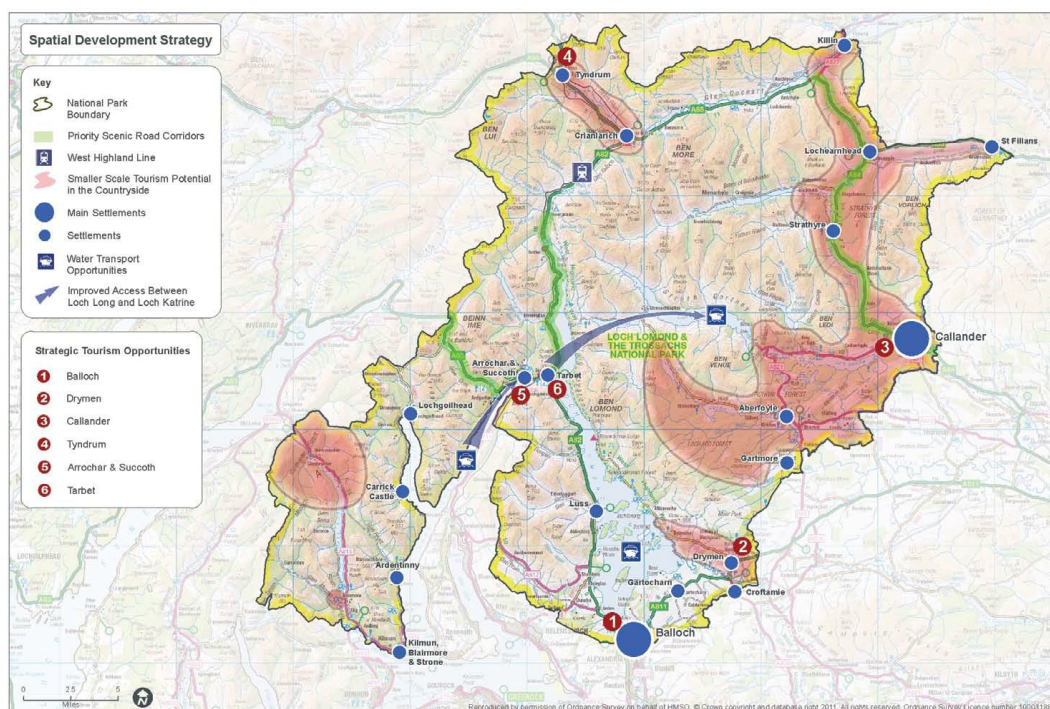
Our Tourism Strategy identifies and promotes specific tourism sites and points to where other tourism development could be accommodated through the local development plan. We want to meet the tourism market demands while conserving and enhancing the environment on which the same market depends. New tourism infrastructure is particularly important for creating the conditions for tourism businesses to prosper.

There are three categories of tourism developments in planning land use terms:

- Accommodation – broadly, a building or place of short term accommodation for tourists on a commercial basis.
- Facilities – broadly, buildings or places that provide entertainment, function, information and cultural activities including for the broader community.
- Infrastructure – broadly, viewpoints, picnic areas and outdoor recreational sites specially designed to support tourism and to enable and enhance the visitor experience, such as an access point on a loch for kayakers.

The above categories of tourism development are explored further in this guidance. Many other ancillary services including retail, food and drink, and other integrated services are used by visitors and residents alike.

3. Delivering the National Park Partnership Plan and Tourism Strategy (2012-2017)



Map 1 – Spatial Development Strategy from the NPPP

The National Park Partnership Plan (“NPPP”) gives the context for tourism development in the Park. Map 1, above, shows the general spatial development strategy for the Park which will be updated within the lifetime of this guidance. The NPPP sets out our key challenges and recognises the current inadequate supply of high quality visitor facilities. It directs new facilities, accommodation, infrastructure and services to the most sustainable locations within the Park. Our Tourism Strategy sets out the strategic tourism aims which focus on the need to improve the existing tourism facilities and infrastructure in order to meet customer expectations and to develop a destination brand. Our tourism team can give you general advice on how to expand your business while our planning team can advise on any new development requiring planning permission. The purpose of the planning system is to guide new development to appropriate, sustainable locations and to ensure it of a high standard that embraces good quality and sympathetic design and building materials in the wider public interest.

4. Existing Tourism Accommodation

“There are 19,000 bedspaces in total in the National Park. Accommodation capacity is split almost equally between serviced, self catering and holiday parks , with 5,796 fully serviced, 6,000 self catering and 7,520 holiday park bed spaces” (Reference: NP Tourism Strategy 2012). The existing tourism accommodation provides an important economic function in the park for tourists, local businesses and rural communities, particularly where tourism facilities are used by the community such as shops, restaurants, pubs or leisure facilities. We therefore want to retain and enhance the existing tourism accommodation in the Park.

We would not be supportive of proposals for change of use of existing tourism accommodation, including for housing purposes, unless it can be demonstrated that it is not feasible to continue for any reason including lack of demand for the facility or, if selling, a lack of buyer, or where there is adequate provision for that particular type of tourism business in the locale. We would expect a business to have been actively marketed for a year at least and evidence to be provided to demonstrate a lack of demand for the business to be submitted with any application for a change of use. If a change of use to housing is proposed then please see our housing policy for guidance on the provision of affordable housing.

The sections below provide guidance on extensions to existing sites and on occupancy conditions on static caravan sites.

Extensions to Hotels or Holiday Parks

Please see our design and place-making guidance if you are considering an extension to an existing premise. A site management plan may be required for large extensions to a hotel or holiday park particularly where it would affect the wider grounds. Section 12 below gives further guidance on what should be included in the management plan.

Existing Static Caravan Sites

Some established holiday parks are not restricted to short-term holiday lets and can therefore be lawfully used as holiday homes by individuals or groups albeit usually restricted to certain periods in the year. We would not support any application for a change to permanent residential use, whether on an individual or whole site basis, because we want to retain existing holiday accommodation. Additionally, holiday parks are often in unsustainable remote rural locations unsuitable for permanent housing.

5. Staff Accommodation

We recognise it is sometimes difficult for rural businesses to get staff including seasonal tourism related workers. There is also a shortfall in some areas of affordable housing for key permanent staff such as chefs and managers and tourism businesses may need to provide staff accommodation themselves.

Wherever feasible, permanent staff accommodation such as a staff block, integrated accommodation (i.e. a flat above a hotel), or a manager's house should be provided. Our housing policy and supplementary guidance provides information on where provision of a new house or staff block may be justified to support an existing business.

A few hotels in the Park have static caravans within their grounds and providing the use is ancillary and directly linked to the hotel, for example, used for sleeping accommodation by staff or as a staff dining area, then planning permission would not normally be needed. However where a caravan is intended to serve as self-catering accommodation then a site licence and planning permission would be required. Anyone considering using a caravan for any such purpose should first get written confirmation from us to ensure they can proceed.

We do not encourage the use of caravans including touring caravans for staff accommodation as they are unattractive in the landscape and unsuitable as permanent accommodation. We may support their use for a on a temporary basis if essential for the continued operation of a business.

6. Where new tourism development would be supported?

The Proposed Plan visitor experience policies supports all types of high quality tourism development in the following locations:

a) Towns, villages and allocated sites

We are likely to support new tourism development within towns, villages and on land allocated for tourism. We may support proposals on brownfield sites and subdivisions of existing plots. All sites would be assessed on an individual basis as each is likely to have particular design issues and constraints such as flooding, access, proximity to neighbours, etc. We encourage serviced accommodation (hotels, guest houses) to be located within towns and villages or within a large mixed-use holiday park so that essential facilities such as shops and restaurants are nearby.

b) On the edge of a town or village

We are likely to support tourism proposals within a safe walking distance from a town or village. These locations are encouraged for accommodation, facilities or infrastructure so that tourists do not need to drive to tourist attractions, shops, restaurants, during their stay which makes this a sustainable location. It also ensures that workers in these tourism businesses are also able to walk/cycle to work from the nearby town or village.

c) to g) In the countryside

We are likely to support small-scale tourism and recreation development with good access to the existing network of paths, infrastructure or visitor facilities in the red shaded areas on Map 1. We may support small scale development in the wider countryside provided it involves:

- Improvement or expansion of an existing tourism business, visitor infrastructure or facility;
- reuse, restoration, conversion of an existing building;
- diversification of an existing rural business;
- development which will help deliver a strategy or action identified in the National Park Partnership Plan.

The West Loch Lomondside and Buchanan South Rural Frameworks set out how tourism proposals will be delivered in these particular areas.

h) and i) Exceptional medium to large-scale cases in the countryside

We could not support medium to large scale proposals in the countryside except where evidence of market demand for the development which cannot or isn't being met by allocated sites and where there would be substantial local economic benefits from the proposal. Please see Section 13 for information on business assessments.

Definition of a 'Safe walking distance'

Walking distance is the distance someone would be inclined to walk before considering using their car. This is generally less than 1.5 miles which would take the average person around 10-15mins to walk.

The question of whether a route is safe is often perceived differently from person to person. We would evaluate the safety in each case and would prefer the route to be an off-road path.

We would not consider walking along a busy main road with no pavement to be safe. If a pavement is available then its width and the number of and speed of vehicles would be considered in conjunction with the roads authority. Exceptionally, we may consider a short walk along a road with no pavement to be acceptable if it has very low traffic movement. We may request road safety checks or survey work including gathering the views of local residents to establish whether a route is safe or not and what mitigation measures could be implemented to improve safety i.e. an improved road crossing or new or segregation of a path.

Definition of 'small scale'

We will assess each proposal on the particular size of the site, number of units and type of tourism facility proposed. Below are some examples of what we would or would not consider to be small-scale;

- Self-catering accommodation proposals would be assessed on the number and size of units; a small number of large units may still be considered small-scale. As a general guide, we consider small-scale to be 1-3 units and medium- to large-scale more to be more than 10 units. For unit sizes in between, i.e. proposals between 4 and 10 units, we would consider these proposals on a case by case basis.
- An informal touring caravan and campsite would be likely to be considered small-scale – please (see definition of formal, semi-formal and informal in Section 7 below). Formal or large sites would not be considered small-scale.
- A small bunkhouse or guest house may be considered small-scale but not a hotel which would be expected to be located in a town or village or on an existing site or on allocated tourism sites.
- Small scale infrastructure and facilities could be a viewpoint or arts installation, path works, slipway etc. A visitor centre or large marina would not be considered small-scale.

7. Definitions of Tourism Accommodation

This section provides definitions for tourism accommodation and gives a steer as to what types of accommodation may be acceptable in different locations. The locational criteria in Section 6 above would be the main consideration regarding whether the principle is acceptable at a certain location.

Tourism accommodation is a building or place providing short term accommodation for tourists (A tourist trip is defined by VisitScotland (2009) as a “stay of one or more nights away from home for holidays, visits to friends or relatives, business/conference trips or any other purposes except such activities as boarding education or semi-permanent employment”) both serviced and self-catering accommodation.

New **serviced accommodation** is more likely to be sustainable as part of an existing or proposed tourist facility or within a town or village. It may also be useful on popular long distance routes like the West Highland Way. Serviced accommodation includes:

- a) Hotels/Guest Houses/Bunkhouses/Hostels; and
- b) Bed and Breakfast within a house.

Self-catering holidays are becoming increasingly diverse in location, season and duration. Many people go away several times a year, often for short breaks on a year round basis and demand for **self-catering accommodation** is rising and can include: -

- c) houses / cottages/ chalets;
- d) houseboats;
- e) camping, glamping and caravans sites;
- f) bothies; and
- g) recreational huts.

Second homes which are left unoccupied for long periods of time make a very limited contribution to the local economy and are a problem in the Park as elsewhere. We will therefore safeguard any new holiday unit from being used in this way by applying our standard condition which allows a person or group to stay in the unit for no more than 90 days (approx. 3 months) in any one year period. Please see Appendix 1 for further information.

The following are common types of tourism accommodation found in the Park.

a) Hotels/Guest Houses/Bunkhouses/Hostels

Hotels, guest house, bunkhouses and hostels all fall within Use Class 7 (Hotels & Hostels) in planning terms. This type of accommodation doesn't include a public bar which is a different use class but ancillary sale and consumption of alcohol to residents and guests does not need planning permission.

Parking can be a significant problem and requirements are calculated on the number of bed spaces, function rooms, meeting rooms and restaurants. In some instances occupancy restrictions may be used to control the use of a hotel for coach parties 'only' if parking cannot be provided on-site. We would expect proposals for hotels or larger guest houses to be on allocated tourism sites or at least close to a town or village to allow guests to access food places if there is no on-site restaurant.

b) Bed and Breakfast (within a house)

Planning permission is not required for a house operating limited bed and breakfast as it is unlikely to raise any planning issues such as impact on neighbours and

parking/access. The use is limited to providing only one bedroom where the house has less than 4 bedrooms and no more than 2 bedrooms where the house has 4 or more bedrooms. This allows householders to run a small business tourism accommodation, without adverse effects on the surrounding area. Planning permission would be needed for any use that exceeded these limits as it would amount to a change of use from a house to a hotel/guest house.

c) Self-catering units, cottages and lodges

This is the most common type of accommodation in the Park. We receive high numbers of applications for new self-catering units of a range of unit types.

When we approve new self-catering accommodation we would restrict units to holiday use due to the issue with second homes. Appendix 1 provides a list of conditions normally used.

Planning permission is generally not required for use of an existing house as a holiday home or for short term self-catering letting. Where the owner wants to remain on-site for example in a converted outbuilding, garage or caravan then planning permission would be required.

d) Houseboats

Planning permission would be needed for use of a houseboat for accommodation purposes and for the development of the permanent mooring points and walkway. A houseboat is any boat or barge or any vessel or structure which does not have bona fide use for navigation (definition "British Waterways Act 1971") and is moored permanently. There may be a requirement for on-shore parking, road access and sewerage disposal facilities all of which would have to be outwith any flood zone. Safe access and egress to the houseboats would also need to be considered. We would not support proposals within sensitive sites or where ecological or wildlife issues arise. Any houseboat proposal is likely to need a flood risk assessment and an ecological survey and, as with self-catering units on land, a condition would be used to restrict them to short-term holiday use only.

e) Camping, touring and static caravan sites including 'glamping' (pods and yurts)

There is a growing demand for camping and over night motorhome provision in the Park and we consider that caravan and camping sites provide valuable inexpensive holiday accommodation in Park.

Planning permission is needed for use of land as a campsite, motorhome or caravan site and for the provision of services and any ancillary buildings such as a reception/shop or toilets. A site licence is also required for a motorhome or caravan site which issued by the relevant council Environmental Health licensing department. There are some limited circumstances where land can be used for touring caravans without the need for planning permission or a site licence such as where a small site is certified by the Caravan Club reserved for members only. In some locations in the Park, temporary sites of less than 28 days with no permanent structures are exempt from requiring planning permission for change of use. Please check with us to confirm whether your proposal requires permission or not.

Glamping, or 'glamorous camping', has become popular and is generally provided for by simple timber pods or tent-like yurts or tepees within existing or new sites.

We are supportive of more camping, glamping and touring caravan/motorhome facilities in the Park as they offer an appropriate 'outdoor experience'. The NPPP is particularly

supportive of camping provision in East and West Loch Lomond and the Trossachs as a way of addressing problems experienced with roadside camping and visitor management in sensitive loch shore areas (www.thisisyourpark.co.uk). We are working with communities, landowners, businesses and agencies to ensure more sites are available and the research and consultation we have undertaken will assist us to determine any proposals for new camping provision. They would need to be in the right locations with appropriate access, parking and no adverse environmental impacts including landscape and visual impacts. Please see the design and place-making guidance for more information on the siting of new campsites, holiday parks and glamping sites.

Types of units

Touring Caravans and Motorhomes are individual units towed or driven onto a site and usually require only a hook-up to an electricity supply and access to a facility to dispose of foul drainage. They are often seasonal but some tourers and motorhomes are suitable for using all year round.

Static Caravans, including twin units, fall within the same statutory definition as a touring caravan. Static caravans, albeit popular, tend to have a significant impact on the amenity of an area and we would generally not support any proposals for new static caravan sites on account of the Park's landscape sensitivities. Exceptional proposals may be acceptable in less sensitive areas or within existing sites. Please refer to our Design and Place making guidance for more details.

A basic pod is a simple timber structure comprising a floor, sides and roof with no services (water, electricity) that is simply placed on the land. Planning permission is needed for the use of a pod for accommodation purposes and may be required for the provision of services, decking or hardstanding. Pods are classed as caravans for planning purposes.

A yurt or tepee is a large tent-like structure with wooden frames and soft sides usually with beds, a wood burning stove inside and remaining erected throughout the season or all-year and as such, they are usually considered to be a structure or building for planning purposes. They need planning permission as would the provision of services (electricity, water) decking or hardstanding.

Types of sites

Formal sites are usually larger sites with static or a mix of caravan types with or without motor home and camping facilities. They could include pods or yurts and would be likely to have access roads, some lighting, paths, hook-ups, hard standings and other facilities such as a shop, play park, reception building, formal landscaping but they can have a natural character. We expect high quality designed layouts that complement and do not detract from the landscape surroundings.

Semi-formal sites are usually 'light-touch' seasonal sites for tents and possibly some motorhomes. Parking is likely to be grouped with no access roads only a path network and no formal hard-standings. Some composting or temporary toilet provision may be included and some low level lighting.

Informal sites are usually temporary, seasonal sites mainly for camping purposes with no lighting, water or drainage provided and some temporary or composting toilets but no hard standing.

Conditions

Appendix 1 provides a list of conditions that we are likely to apply to planning permissions for sites in order to limit the number of pitches, stances or units and to ensure the site remains informal and 'light-touch' where necessary.

f) Bothies

A bothy is a basic shelter traditionally built from surrounding stone to temporarily house estate workers in remote rural locations and now mainly used by mountaineers and hillwalkers as refuges, usually at no charge. The Mountain Bothies Association maintain some bothies but there are very few within the Park. Bothies are considered to be a building for planning purposes and erection of a new bothy would need planning permission. Bothies by definition are generally located in sensitive wild locations, so any proposal would be assessed against a demonstrable need and any environmental and landscape impacts.

g) Recreational Huts

Recreational huts are defined in the SPP as a: *"A simple building used intermittently as recreational accommodation (i.e. not a principal residence); having an internal floorspace of no more than 30sqm; constructed from low impact materials; generally not connected to mains water, electricity or sewerage; and built in such a way that it is removable with little or no trace at the end of its life"..* We have not identified any sites for recreational huts and would consider any such application on the merits of the particular proposal. We would expect any proposal to demonstrate need and be small-scale with a few units. Appendix 1 provides a list of conditions that we may use to ensure that the hut continues to provide a basic recreational facility and is not used as a normal holiday home or permanent house.

8. New Tourism/Visitor Infrastructure

Although there is a wide range of facilities that could be defined as visitor infrastructure this guidance is focussed on the most common types.

The [Park's Outdoor Recreation Plan 2013-2017](#) sets the context for outdoor recreation visitor infrastructure as it outlines our actions and aspirations for increased participation in outdoor recreation including archery, caving, climbing, cycling, diving, dog sledging, fishing, horse-riding, kayaking, canoeing land-based motorised activities, motor boating, personal water craft, recreational towing, rowing, sailing, ski mountaineering, stalking, open water swimming and walking (long distance, wilderness, upland, in towns and villages).

Water based recreational infrastructure

Within the Park, the majority of marinas, piers and pontoons are tourism related as the inland and sea lochs are popular for many kinds of recreational activities including larger sight-seeing vessels.

Planning permission is needed for works affecting inland lochs and for works affecting sea lochs up to the high water mark beyond which is considered as the 'sea' and Marine Scotland take over as regulatory authority. Please see the [Scottish Government website](#) for information on marine licensing. Works affecting the water environment are also likely to require a Controlled Activity Regulations (CARS) licence from [SEPA](#). If other licences are required then we recommend a twin-tracking process to save time and to help inform the decision making process as we will need to certain there will be no significant impacts on the water environment.

Marinas are a group of moorings typically comprising a floating pontoon(s) secured to the land by piles. They vary in size from accommodating a few berths to a few hundred. Applications for marinas should include adequate parking provision and landscape, wildlife and water environment considerations.

Moorings are commonly of a swing-type comprising a heavy base on the bed of the loch chained to a floating buoy usually set off-shore on a loch or river. Planning permission is needed for setting down any mooring or set of moorings on any inland loch or river in the National Park. The Park's Outdoor Recreation Plan seeks to encourage more mooring and berthing opportunities on Loch Lomond and the sea lochs for motorised and sailing boats. Any new moorings should be located in areas where there is a connection to land-based infrastructure such as parking and landscape/ecological impacts will be key considerations.

Piers and pontoons provide locations for sight-seeing vessels and the waterbus to pick up and drop off passengers. The waterbus service connects towns, villages and tourism attractions on Loch Lomond and Loch Katrine. There is ambition to expand the service to Loch Long and to open up the sea lochs to larger vessels such as the Waverly. The key planning considerations for new piers or pontoons would be car parking, access for buses, and landscape/ecological impacts.

Slipways that allow kayakers and canoeists to access water are supported by the Park's Outdoor Recreation Plan which aims to encourage more infrastructure including slipways on lochs across the Park and at access points on some rivers. As above the key planning considerations are parking, access and environmental impacts. We are likely to require an ecological survey as well as a landscape and visual assessment.

Water-based sports facility or centres (including water ski jump or slalom facilities) need planning permission even where associated with an existing hotel. Depending on the scale

of the activity proposed an appropriate level of storage provision, access, parking and reception / welfare facilities would be required. We would not be supportive of large scale water sports facilities on the more tranquil lochs within the Park and the locational criteria listed above would apply.

Viewpoints and picnic areas

We have recently installed art structures as part of a Scenic Routes project and we are looking to provide more innovative viewpoint structures in countryside locations across the Park. Our visitor experience policy supports the principle of infrastructure facilities in places identified as priority areas within the NPPP. Proposals should be uniquely designed to fit into and complement the landscape and there should be no ecological or access issues relating to their installation. Any proposals outwith the areas identified in the NPPP would need to demonstrate how the installation would enhance visitor experience without detriment to the Park.

New benches, picnic areas are unlikely to be supported in sporadic, remote or wild areas but are encouraged in association with existing car parks, visitor attractions and viewpoint areas.

Paths

Planning permission is needed for the formation, alteration or extension of paths regardless of the intended user group (walkers, cyclists, horse riders). We would support proposals that meet the criteria within the policy. This would also include proposals that are appropriate re-routing of an existing core path or long distance path, or part of a visitor or recreational facility, or connects a visitor attraction to and from a town or village.

Horse riding

There are existing horse riding hubs within the Park with nearby paths with suitable riding surfaces and ancillary provision to accommodate horse riders including parking for horse boxes. These facilities are classed as tourism infrastructure and any new proposal should align with the aims of the Outdoor Recreation Plan and would be determined against the visitor experience policies except where they are for individual or local community use only. Equine tourism offering accommodation and horse riding should be linked to the existing horse riding hubs.

Toilets and Parking

Proposals for tourism infrastructure at key hubs (within towns and villages) or in connection with a tourism facility or outdoor recreational site, are likely to be supported subject to compliance with other planning criteria. Consolidation of toilet and parking facilities is encouraged where needed. We would encourage facilities to include composting toilets, rainwater recycling and maximum use of natural light and include renewable energy for lighting and heating purposes, such as solar panels. Please see the design and place-marking guidance.

Aerial Adventure Rope Courses

These should be located in low ecologically value woodland and where they would complement an existing tourism destination or facility for example in the grounds of a hotel or holiday park. We have approved adventure rope courses at Loch Lomond Shores and David Marshall Lodge.

9. New Visitor Centres/Attractions

We are likely to support new visitor centres where they relate to a particular natural or cultural heritage interest and are supported by a robust business statement demonstrating

their viability. They are not considered small-scale so the preferred locations in line with our locational strategy would be within or adjacent to towns or villages. Where a visitor centre is proposed in a countryside location and is not small-scale then support will be given where it is identified in the NPPP. It is likely that the centre would be connected to an important natural or cultural heritage feature that it is promoting in that location.

10. New Ancillary Tourism Facilities

Cafes, restaurants and retail are covered by separate retail policies but they may be ancillary to a tourism development. They occur mainly in town or village centres and are sometimes present in some form in holiday parks, visitor centres, tourism facilities and hotels. We would expect any new proposal to complement existing facilities or be located within the villages and towns. We would be supportive of specialist tourism related shops such as an outdoor recreation shop with bike hire, a chandlery related to a marina, or equally, a small snack bar or cafe attached to a visitor centre or recreational facility such as a water sports, equestrian or mountain bike centre.

11. Environmental Impact Assessments (EIAs)

All of the National Park is regarded as a 'Sensitive Area' for the purpose of EIA legislation so the following tourism developments must be screened to assess whether an EIA is required or not:

- Marinas,
- Holiday villages and hotels outside urban areas, and associated developments,
- Permanent camp sites and caravan sites, and
- Golf courses and associated development.

The location, size and type of proposal are assessed when screening a proposal to determine if an EIA is required. Please see our [planning advice leaflets](#) for further information on the EIA process and our free pre-application service.

12. Management of Communal Grounds

Permission for developments that includes communal landscaped or wooded grounds are likely to be conditioned to ensure that the grounds are maintained including as a single entity in the long term to provide a suitable setting for the development.

A site management plan may be required to be produced and approved before permission is granted and it may require to be covered by a legal agreement or planning condition. A site management plan should cover an initial period of 5 years and should be reviewed regularly.

The type of content expected in a Management plan includes:

- Introduction – vision for the management of the site.
- Background – site history and details of all supporting materials and evidence considered in preparing the plan including assessment work undertaken. Site photographs should be included.
- Objectives – the plan should include the overarching objectives the detailed objectives or prescriptions. It should clarify the purpose of each objective (for example meeting business priorities, achievement of Local Biodiversity Action Plan

targets, improvements to biodiversity and landscape to meet National Park aims, reduction of environmental impact i.e. a reed pond for surface or grey water drainage).

- Management Area(s) – A description and plan of proposed management area(s) illustrating the various elements with an appropriate key to phased planting (shrubs and trees), paths, lighting, signage, parking, water and waste management, woodland protection and enhancement work, ecological issues etc.
- Management Matrix – best presented in a table setting out the detailed objectives or prescriptions for the site. It could range from invasive species management, signage, fencing, boundary treatment work, ecological enhancement work such as bat boxes, bird hides, lighting and water management, maintenance and inspection regime of different habitats, programme for trees and shrub planting etc. Objectives need to be SMART – specific, measureable, achievable, reasonable and time constrained. Depending on the size of the site this section could be split into management prescriptions for each area.
- Review of the Plan – a clear statement as to when the plan will be reviewed (i.e. every 5 years) for NPA to sign off the revised version. It should confirm that a review shall not be completed unless a monitoring report has been submitted outlining what objectives have been met and reasons for not meeting objectives.

A separate landscape plan setting out initial planting and hard-surfacing details and tree protection plan for during construction may be required independently of the Management Plan.

13. Business Statement

We sometimes require proposals to be accompanied by a business statement to demonstrate viability and market demand. We want all proposals to enhance the visitor experience and provide a world-class offering that meets visitors' needs.

Business statements vary in length and depth according to the size of business proposed. The contents should include:-

Background

It would be useful to know the background to the project including project inception, how the idea arose. You may also want to list those involved in the project and their experience of running the particular type of business. If the proposal is part of an existing business then this should be explained in terms of its demand (inc. occupancy rates for accommodation) i.e. is it fully booked? Who does it attract? Details of an existing website can be useful. If the proposal is part of a larger project then please provide details of the project i.e. a community or National Park project.

Market Research

The statement should present the market research undertaken to demonstrate the demand for the accommodation or the tourism business/facility at the particular location. It should include information on how it would complement other tourism businesses in the area, particularly if there is a known unmet demand for the type of accommodation or facility you are proposing.

Benefits to Local Economy and Community

Information as to the location and nature of complementary facilities such as local attractions, core paths, shops and restaurants would assist us to understand how your business would support the local economy and community.

A breakdown of any anticipated job creation in terms of seasonal, temporary, permanent, part-time/full-time would likewise be useful.

Marketing Proposed

Marketing information including details of the target market and mechanisms you expect to use to advertise the accommodation or facility? Websites etc.?

Financial Information

You may wish to present financial forecasts to assist your case and these would be kept confidential.

Appendix 1 – Example Conditions

This list of example conditions is not intended to be comprehensive and conditions may be devised or adapted to suit a particular circumstance. This list does not include site or proposal specific conditions relating to materials, trees, nature conservation, archaeology, flooding, parking, access, hours of construction, drainage, lighting, waste etc.

This condition is used for holiday letting accommodation within the curtilage of a house and is intended to safeguard the surrounding amenity.

Permitted Development: *Notwithstanding the provisions of Part 1 of Schedule 1 of the Town and Country Planning (General Permitted Development) (Scotland) Order 1992 (or any Order revoking or re-enacting that Order with or without modification) no material alterations or extensions shall be undertaken, nor shall any building or enclosure, hard surface, oil or gas storage tank, or satellite antenna provided within the curtilage of the dwellinghouse, without application to, and the grant of permission by, the Planning Authority.*

REASON: *The Planning Authority considers that such development should be subject to formal control in order to safeguard the amenities of the area.*

This condition is used for all types of self-catering holiday accommodation to ensure it is used for short letting and not as permanent housing.

Short Term Holiday Accommodation: *The unit(s) hereby approved shall be used solely for short-term holiday use and not for permanent residential use. The unit(s) shall not be occupied by any one individual or group for a period exceeding 90 days in any one calendar year. A register of occupant's details (names and dates of stay) shall be kept and shall be made available to the National Park Authority on request.*

[Note: This condition does not prohibit the letting of the units by a management company or other management arrangement on behalf of the owner]

REASON: *The proposal has been assessed as a tourism development and the approval of permanent residence(s) would be contrary to the policies contained in the adopted development plan.*

This condition is used to require submission of a landscape management plan for a smaller site that does not require a wider site management plan.

Site Management Plan: *A 5 year site management plan, including long term objectives, detailed management objectives and maintenance schedules (inc review period) for all landscape/woodland areas, signage, lighting, hard landscaping and ecological enhancement shall be submitted to, and approved in writing by, the Planning Authority, prior to the occupation of the development. Thereafter the site management plan and any subsequent revisions shall be implemented as approved.*

REASON: *To ensure a satisfactory standard of appearance of the development and to safeguard the visual amenities of the area.*

These conditions would be used for caravan and camping sites and also bothies and recreational huts.

Permitted Development: *Notwithstanding the provisions of Class 17 of Part 5 of Schedule 1 of the Town and Country Planning (General Permitted Development) (Scotland) Order 1992 (or any Order revoking or re-enacting that Order), the approval of the Planning Authority shall be obtained for the construction and siting of any buildings, structures or erections, whether temporary or otherwise, to be placed on the land or for any engineering works [other than the laying of cables] to be carried out on the land.*

REASON: *The Planning Authority considers that such developments should be subject to formal planning control to safeguard the visual amenities of the area.*

Maximum numbers of Caravans/Pods/Yurts/Pitches: *Not more than <insert> caravans/yurts/camping pods or <insert> tent pitches shall be sited on the land the subject of this permission at any one time and, unless otherwise agreed in writing with the Planning Authority prior to works taking place on site, shall not be laid out other than in accordance with the approved layout plan; drawing number <insert> received by the Planning Authority on <insert>. A register of touring caravans, motorhomes and tents using the site, showing dates of arrivals and departures, shall be maintained by the Site Operator and this shall be available for inspection on request by officers of the Planning Authority.*

REASON: *For the avoidance of doubt and to safeguard the amenities of the area from the effects of a greater number of caravans/tents than limited by this condition.*

Caravan/Pod/Yurt Details: *None of the caravans/camping pods/yurts hereby permitted shall be replaced by any other structure(s) or caravan(s) differing from the approved details, unless and until details of the size, design and colour of such replacements have first been approved in writing by the Local Planning Authority.*

REASON: *For the avoidance of doubt and to safeguard the amenities of the area.*

These conditions would be used for seasonal and/or informal camping and caravan sites:

Seasonal Occupation: *The site hereby approved shall not be used for camping or related purposes at any time other than within the period from 1 March to 31 October in each year and no individual, family or group of persons shall occupy any pitch for a period exceeding four weeks in any period of three months.*

REASON: *To ensure that the site does not operate in winter months to safeguard the visual amenities of the area and ensure the pitches are used for short-term holiday purposes to provide facilities to short-stay visitors.*

Touring Caravans/Tents: *The site hereby permitted shall not be used otherwise than for the accommodation of touring caravans (including motorhomes) and tents, and no tent or caravan shall not remain on site for a period exceeding four weeks in any period of three months.*

REASON: *To ensure that the site is used only by touring caravans to safeguard the visual amenities of the area and having regard to the location and characteristics of the site which render it unsuitable for the permanent siting of caravans/pods.*

Electricity/Drainage Connection: *None of the caravans/camping pods/yurts/bothy/recreational hut hereby permitted shall be connected to mains electricity supply and or connected to water supply or be provided with drainage.*

REASON: To ensure the site remains informal and light touch to safeguard the visual amenities of the area and having regard to the location and characteristics of the site (i.e. steeply sloping) which render it unsuitable for the permanent siting of formal caravans/lodges.