Awdurdod Parc Cenedlaethol Eryri **Snowdonia National Park Authority**

Nodyn Cyfarwyddyd: Ymholiad Cyn Cyflwyno Cais
Guidance Note: Pre-Application Enquiry

Cael cyngor cyn cyflwyno cais
Yn 2016 bu i Lywodraeth Cymru gyflwyno gwasanaeth cyn cyflwyno cais statudol i sicrhau bod pob Awdurdod Cynllunio Lleol yn cynnig gwasanaeth safonol.

I gael mynediad at y gwasanaeth, bydd angen i ymgeiswyr lenwi a chyflwyno ffurflen ymholiad cyn cyflwyno cais a darparu cymaint o wybodaeth â phosib ynghylch eu cynnig.

Mae'n rhaid talu ffi i ddefnyddio'r gwasanaeth hwn, mae'r ffioedd yn amrywio yn ôl math a graddfa'r datblygiad arfaethedig fel y manylir isod:

Cadarnhad a oes angen caniatad Cynllunio - £33
Deiliad tŷ - £33 (ee Datblygiadau o fewn cwrtil domestig fel estyniadau, shediau, modurdai)
Datblygiad Bach - £332 (e.e. Adeiladu ty newydd, trosi beudai, safleoedd campio)
Datblygiad Mawr - £797 (e.e. Datblygiadau tai newydd rhwng 10-24 o dai, adeiladau newydd ac arwynebedd llawr o rhwng 1000m^2 a 1,999m^2)
Datblygiad Mawr Sylweddol - £1328 (e.e. Datblygiadau tai newydd dros 24 o dai, adeiladau newydd ac arwynebedd llawr dros 1,999m^2)

Pa wybodaeth sydd angen i mi ei gyflwyno?
Dylech gyflwyno gymaint o wybodaeth â phosib. Fel arfer byddwn yn disgwyl i chi gyflwyno'r wybodaeth a ganlyn:
- Disgrifiad o'r cynnig a pha fath o ganiatâd cynllunio a geisir
- Cynllun lleoliad ac unrhyw luniau / cynlluniau eraill neu fanylion braslun sydd ar gael
- Defnydd presennol y safle neu'r adeilad
- Ffotograffau o'r safle neu'r adeiladau a'r ardal gyfagos
- Unrhyw wybodaeth berthnasol arall

Am ragor o arweiniad trowch at 3 & 4 o'r daflen hon.

Pa wybodaeth fyddaf i'n ei gael am ymholiad â thâl?
Fel arfer bydd yr ymateb ysgrifenedig a dderbynnir yn cynnwys y wybodaeth ganlynol -
- Hanes cynllunio perthnasol ar gyfer y safle

Obtaining pre-application advice
In 2016, a statutory pre-application service was introduced by the Welsh Government to ensure all Local Planning Authorities provide a standardised service.

To access the service, applicants will need to complete and submit a pre-application enquiry form and provide as much information as possible about their proposal.

A charge is payable for this service, the fee varies depending on the type and scale of the proposed development as detailed below:

Confirmation on whether planning permission is required - £33
Householder - £33 (e.g. Developments within domestic curtilage such as extensions, sheds and garages)
Minor Development - £332 (e.g. Construction of new dwelling, barn conversion, camping sites)
Major Development - £797 (e.g. New housing developments of between 10-24 dwellings, new buildings with a floor area of between 1000m^2 and 1,999m^2)
Large Major Development - £1328 (e.g. New housing developments of over 24 dwellings, new buildings with a floor area exceeding 1,999m^2)

What information do I need to supply?
You should supply as much information as possible. Normally we will expect the following information:
- A description of the proposal and what kind of planning permission is being sought
- A location plan and any other drawings/ plans or sketch details you have available
- The current use of the site or building
- Photographs of the site or buildings and of the surrounding area
- Any other relevant information

Further guidance can be found on page 3 & 4 of this leaflet.

What information will I receive for a paid enquiry?
The written response received will normally contain the following information -

- Polisïau perthnasol y cynllun datblygu y byddai'r cynnig datblygu yn cael ei asesu yn eu herbyn
- Canllawiau cynllunio atodol perthnasol
- Unrhyw ystyriaeth berthnasol arall
- Asesiad cychwynnol o'r datblygiad arfaethedig yn seiliedig ar yr wybodaeth uchod
- A ofynnir am gytundeb Adran 106 ai peidio (lle yn berthnasol)

Pryd y gallaf ddisgwyl ymateb?

Bydd yr Awdurdod yn gwneud pob ymdrech i ddarparu ymateb ysgrifenedig i bob cais dilys cyn pen 21 diwrnod, oni bai fod yr Awdurdod a'r ymgeisydd yn cytuno ar estyniad.

Sut y bydd y cyngor cyn cyflwyno cais yn cael ei gymryd i ystyriaeth os yw'n dilyn ymlaen at gais?

Mae cyngor cyn cyflwyno cais yn galluogi'r swyddogion i ganfod yn gynnar unrhyw broblemau a allai godi o'ch cais, a rhoi cyngor ynglŷn â sut y gellid datrys y materion hyn. Dylai trafod eich cynigion yn gynnar helpu gyda phrosesu unrhyw gais cynllunio dilynol yn brydlon os dilynwyd y cyngor a ddarperir.

Nodwch, fodd bynnag, fod cynllunio yn broses ddemocrataidd, a bod unrhyw gyngor a ddarperir gan swyddog yn farn anffurfiol sy'n seiliedig ar yr wybodaeth a roddir ar y ffurflen, ac fe'i rhoddir yn gyfan gwbl heb ragfarn i unrhyw benderfyniad gan Awdurdod y Parc Cenedlaethol yn y dyfodol.

Mae'r cyngor a ddarperir yn seiliedig ar bolisïau'r Cynllun Datblygu Lleol, a gellir gweld copi o'r ddogfen honno yn swyddfeydd yr Awdurdod neu ar adran gynllunio gwefan yr Awdurdod www.eryri.llyw.cymru. Argymhellir eich bod yn dod yn gyfarwydd â gofynion y polisïau cyn mynd ati i baratoi eich cynllun.

Dychwelwch y Ffurflen wedi'i chwblhau, y Cynllun Lleoliad Safle ynghyd â'r taliad at:

Rheoli Datblygu,
Awdurdod Parc Cenedlaethol Eryri,
Swyddfa'r Parc Cenedlaethol,
Penrhyndeudraeth,
Gwynedd. LL48 6LF ☎ 01766 770274
🖰 cyngorcais@eryri.llyw.cymru

Gellir talu'r ffi â siec neu gerdyn credyd (wyneb yn wyneb neu dros y ffôn).

Sylwer ni ellir prosesu eich cais oni bai fod

- The relevant planning history for the site
- The relevant development plan policies against which the development proposal would be assessed
- Relevant supplementary planning guidance
- Any other material consideration
- An initial assessment of the proposed development based on the above information
- Whether a Section106 agreement would be sought (where applicable)

When can I expect a response?

The Authority will endeavour to provide a written response to all valid enquiries within 21 days, unless an extension of time is agreed between the Authority and the applicant.

How will the pre-application advice be taken into account if it follows on to an application?

Pre-application advice allows officers to identify any issues that might arise from your application at an early stage, and provide advice on how to resolve these issues. Discussing your proposals at an early stage should assist in the timely processing of any subsequent planning application if the advice provided has been followed.

Please note however, that planning is a democratic process, and any advice provided by an officer is an informal view based upon the information provided in the form, and is given entirely without prejudice to any future decision that may be made by the National Park Authority.

The advice provided is based upon the policies of the Eryri Local Development Plan, which can be viewed at the Authority's offices or on the planning section of the Authority's website www.eryri.llyw.cymru. It is recommended that you familiarise yourself with the policy requirements before preparing your scheme.

Please return the Completed Form, Location Plan, Drawings & Payment to:

Development Management,
Snowdonia National Park Authority,
National Park Office,
Penrhyndeudraeth,
Gwynedd. LL48 6LF ☎ 01766 770274
🖰 cyngorcais@eryri.llyw.cymru

The fee can be paid by cheque or by card (in person or over the phone).

Please note your request cannot be

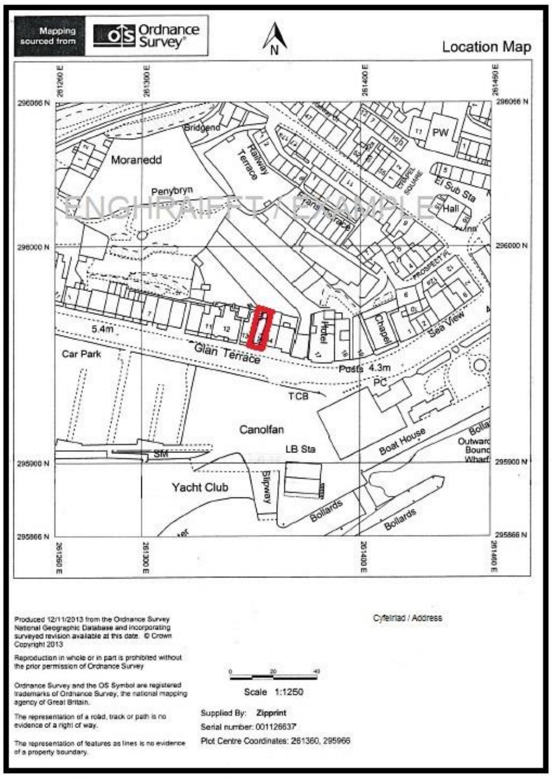
y ffi gywir wedi cael ei dalu.

processed unless the correct fee has been paid.

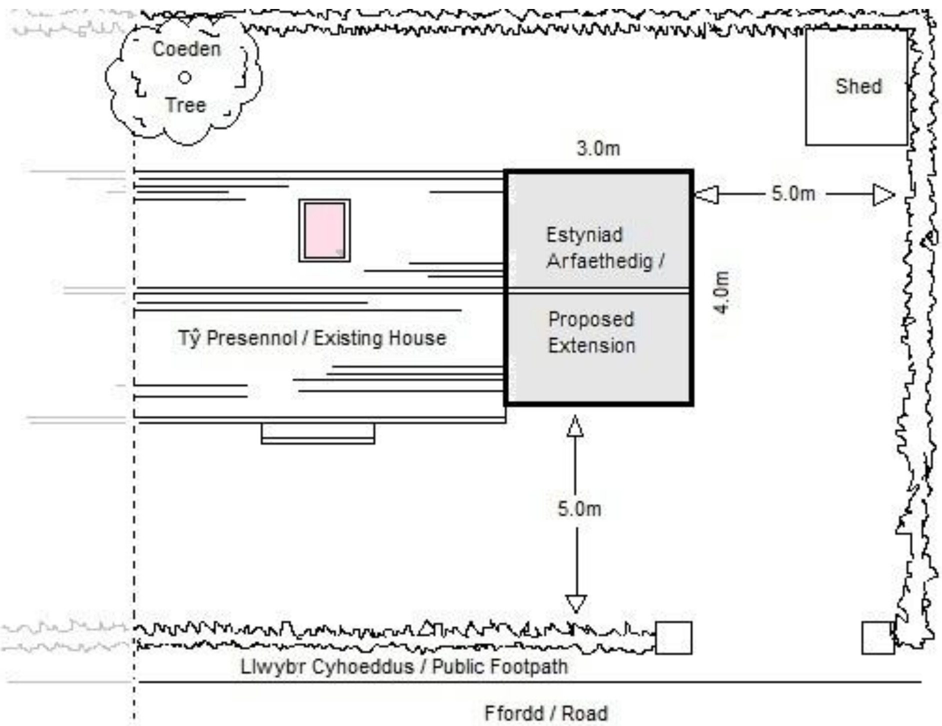
Arweiniad pellach ar y math o gynlluniau a gwybodaeth a fydd yn angenrheidiol.

Further guidance on the type of plans and information required

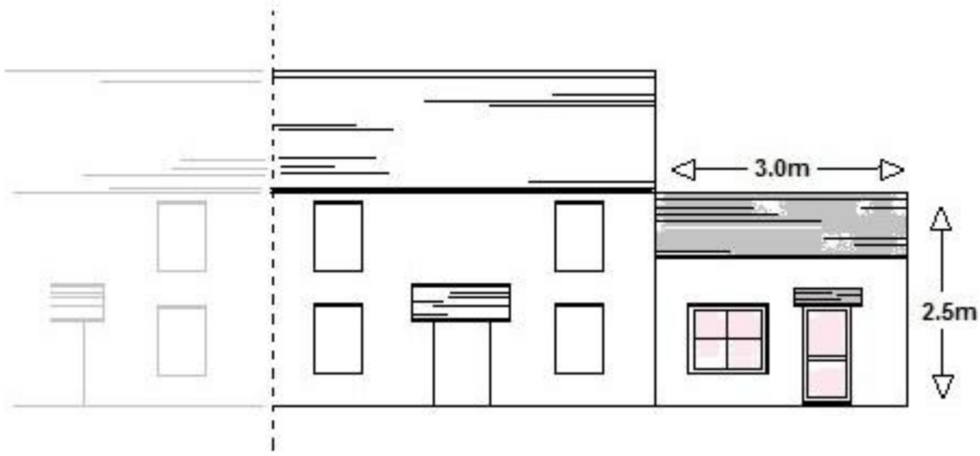
Enghraifft o Gynllun Lleoliad nodweddiadol / Example of typical Location Plan



Enghraifft o gynllun bloc nodweddiadol / Example of typical block plan



Enghraifft o weddlun nodweddiadol / Example of typical elevation plan



Dylai'r cynlluniau ddangos y canlynol:

- Math o eiddo / adeilad.
- Unrhyw estyniadau blaenorol.
- Adeiladau eraill yn yr ardd / safle.
- Lleoliad y coed / planhigion presennol ac arfaethedig.
- Lleoliad y datblygiad arfaethedig.
- Dimensiynau'r datblygiad arfaethedig.
- Pellter o'r ffin.
- Lleoliad a phellter o'r priffyrdd a'r llwybrau troed.

Dylid dangos dimensiynau'r strwythurau presennol ac arfaethedig yn glir, ond nid oes rhaid i'r cynllun fod wrth raddfa ar hyn o bryd. Dylai'r dimensiynau ddangos yr hyd, y lled a'r uchder i grib y to (os yw'n berthnasol) mewn metrau.

Efallai y bydd y swyddogion yn gofyn am gynlluniau ychwanegol mewn rhai achosion, a byddant yn ysgrifennu atoch i ofyn am y rhain os oes angen.

Atodwch unrhyw wybodaeth arall rydych yn teimlo y byddai'n cynorthwyo'r swyddog wrth ystyried y cynnig (e.e. ffotograffau, ac ati.)

The plans should detail the following:

- The type of property / building.
- Any previous extensions.
- Other buildings within the garden / site.
- The position of existing and proposed trees / planting.
- The position of the proposed development.
- Dimensions of the proposed development.
- Distance from the boundary.
- Position and distance from highways and footpaths.

Dimensions of the existing and proposed structures should be clearly shown, but the plan does not have to be to scale at this stage. Dimensions should show length, width and height to the apex of the roof (if applicable) in metres.

Officers may require additional plans in some instances and will write to request these if necessary.

Please attach any other information that you feel would assist the officer in consideration of the proposal (e.g. photographs, etc.)