



OTTERPOOL PARK

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DOCUMENTS SUBMITTED IN SUPPORT
OP6 – GUIDE TO THE PLANNING APPLICATION

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OP6 Guide to the Planning Application

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1. Application Guide Update

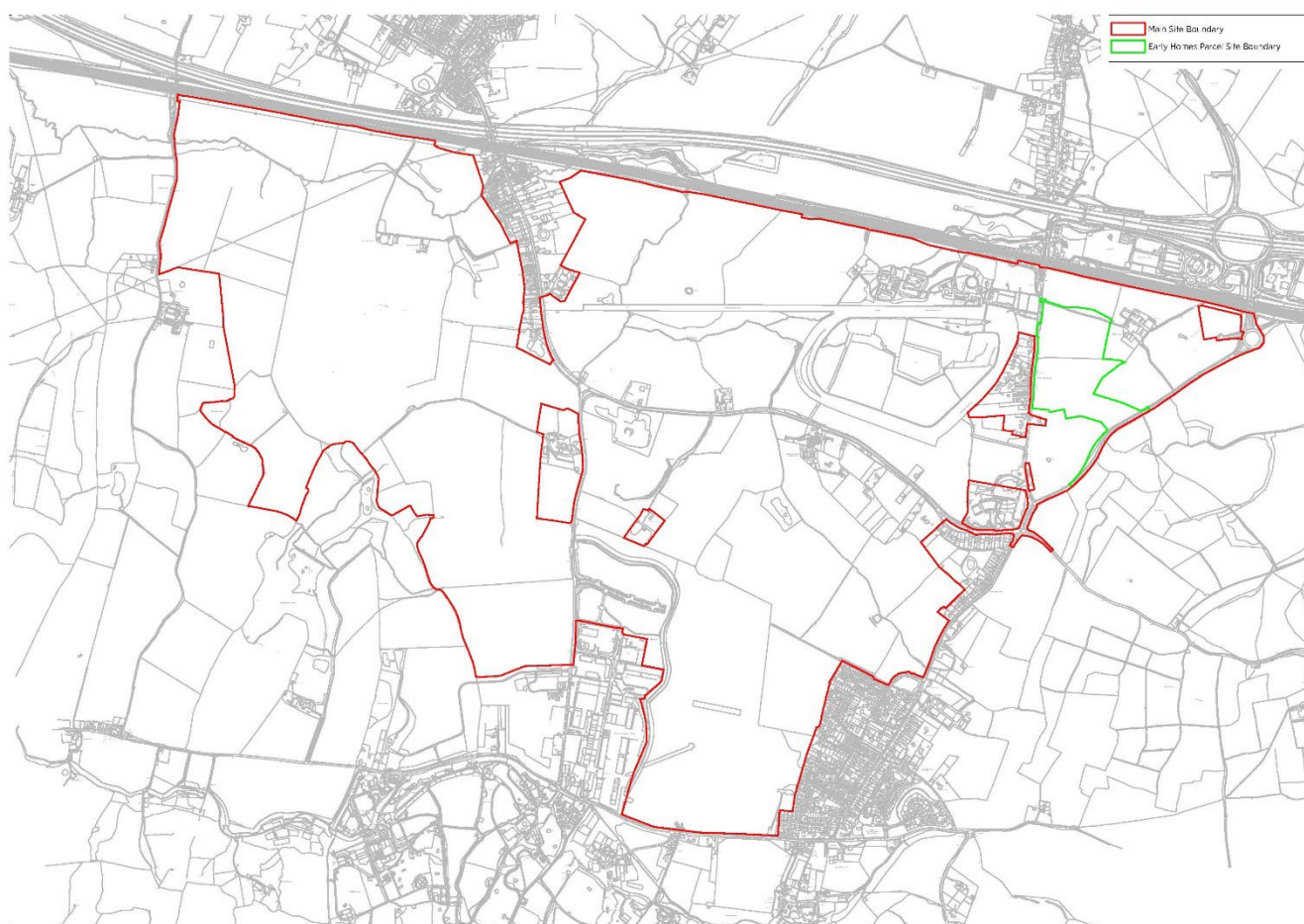
- 1.1 This Application Guide Update has been prepared on behalf of Otterpool Park LLP in support of the submission of updated documents and drawings relating to the Otterpool Park Outline Planning Application (OPA) (Ref. Y19/0257/FH).
- 1.2. This document provides a quick reference guide to the updated content of the application, overview of the Proposed Development and a narrative around the revisions to the development being proposed as part of this OPA Update.
- 1.3. Otterpool Park will create a landscape-led garden settlement that will integrate with the existing neighbouring communities as well as the natural landscape. The new settlement will provide new homes alongside employment and retail spaces supported by social infrastructure as well as community and leisure facilities. The OPA will secure high levels of sustainability in a manner that integrates and benefits the wider district. The OPA is submitted on behalf of Otterpool Park LLP.
- 1.4. The towns of Folkestone & Hythe are located to the south-east of the Otterpool Park Site with Ashford to the north-west. Four villages are within or adjacent to the Site. Westenhanger lies to the north and Lympne to the south-east. Barrow Hill, Sellindge and Newingreen sit to the north-west and east respectively. The Site benefits from M20 and railway connections.
- 1.5. Otterpool Park is located at land bounded by; the M20 and Channel Tunnel Railway Link to the north; the A20/Stone Street and Sandling Park to the east; Harringe Lane to the west, and Aldington Road to the south (see Figure 1 and 2).



Figure 1 - Location of Otterpool Park

- 1.6. The overall vision for Otterpool Park envisages the delivery of up to 10,000 new homes coming forward in a new garden settlement supported by necessary infrastructure and development. The OPA proposes 8,500 of these homes and will establish the new settlement over a period of 25+ years. Remaining housing and infrastructure would need to be the subject of a separate planning application on adjacent land and is not the subject of this application.
- 1.7. This application for Otterpool Park also proposes to provide a range of retail, employment and leisure uses, social infrastructure and associated infrastructure. The OPA site plan is provided at Figure 2 below.

Figure 2 - Extract from Application Red Line Boundary Plan (including Early Homes Parcel)



- 1.8. The Site forms part of a larger area that is allocated in the Core Strategy Review 2022 prepared by Folkestone & Hythe District Council for a new garden town. This OPA accords with the adopted allocation.

2. Key Amendments

- 2.1. The OPA was originally submitted in 2019 and was subsequently the subject of a resolution to grant planning permission by Folkestone & Hythe District Council's Planning and Licensing Committee in April 2023, subject to planning conditions and completion of the necessary planning obligations.
- 2.2. Since that resolution, the project has undergone a period of strategic review to ensure that the long-term vision for Otterpool Park can be delivered in a sustainable and coordinated manner. As part of that process, opportunities have been identified to accelerate the delivery of new homes whilst maintaining the comprehensive masterplanned approach that underpins the Garden Town vision. This has led to the preparation of an updated application package and the introduction of an Early Homes Parcel (EHP) capable of delivering up to 300 homes at Hillhurst Farm.
- 2.3. Amendments to the OPA are now being submitted to update the previous application and to assist with the delivery of the development across the long term. As a result of these changes, and to ensure the information originally submitted to support the application is brought up to date, the Applicant is submitting a suite of updated documents and drawings prepared in support of the OPA for consideration and approval.
- 2.4. The amendments / updates can be summarised as follows:
 - The introduction of a Tier 0 approval route to facilitate the delivery of the Early Homes Parcel whilst retaining the previous 3 Tier planning structure;
 - Updated Parameter Plans providing additional flexibility to support deliverability, reflect heritage considerations and the operational status of the existing waste facility at Otterpool Quarry;
 - Withdrawal of the alternative waste-related parameter plans and replacement with a single coordinated set of updated Parameter Plans;
 - Updates to the Environmental Statement and supporting technical evidence to reflect the passage of time, revised guidance, updated baseline conditions and changes in national planning policy;
 - Production of a Design Principles document for the Early Homes Parcel to set the key design parameters for the development at a level of detail appropriate to the outline stage;
 - Amendments to key supporting strategies and documents, including transport, green infrastructure and design-related material;
 - Preparation of updated Section 106 Heads of Terms (for submission during the determination period), including separate arrangements for the Early Homes Parcel and the wider Otterpool Park development; and

- Updates to reflect continued engagement with the Local Planning Authority, statutory consultees, stakeholders, elected members and the local community throughout the review process.

- 2.5. The updated submission demonstrates that Otterpool Park remains a sustainable and strategically important location for growth within Folkestone & Hythe. In the context of strengthened national housing delivery objectives and the district's continuing reliance on Otterpool Park as a key component of future housing supply, the proposed amendments will help bring forward much-needed homes while maintaining the long-term vision for a comprehensively planned Garden Town.
- 2.6. Full details of the updates to the application can be found in Appendix 1 to the OP8 Planning and Delivery Statement.

3. Outline Application Proposals

Preparation

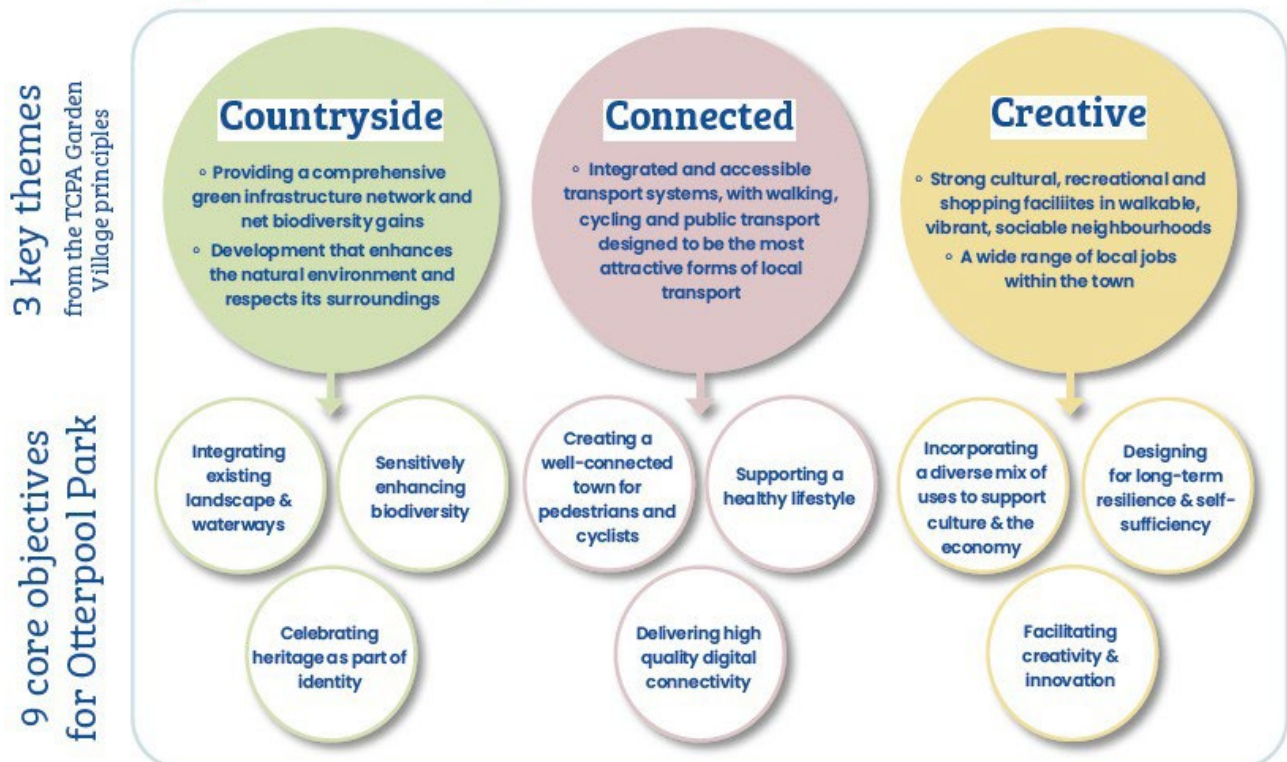
- 3.1. Development of the Site has been under consideration for a number of years, most notably through the local plan process. The proposals have been informed by engagement with the local community, landowners and stakeholders. A Framework Masterplan for the Site was published in March 2018. The Framework Masterplan establishes the overarching spatial vision and strategic guidance for the delivery of up to 10,000 homes and associated facilities at Otterpool Park. It sets out an overarching structural form of the development, location of uses, key streets, broad character areas, key open spaces and infrastructure.
- 3.2. An OPA for the Site has been in preparation for some years. Applications for outline planning permission seek to demonstrate the acceptability of the scale and nature of a proposed development, before a fully detailed proposal is put forward. In this context, it is necessary to ensure that the outline application is adapted further to respond to continued stakeholder engagement and with close consideration to future reserved matters applications and the wider delivery imperatives.

The Proposed Development

- 3.3. The outline planning application seeks permission for the principle of mixed-use development and defines key fixes and limitations upon that future development. If the OPA is granted permission, it will provide the framework for detailed proposals to be brought forward.

Figure 3 - Creating a distinctive place, Spatial Vision

Creating a distinctive place



3.4. Outline planning permission is sought for the following:

- Up to 8,500 new homes across a range of types, sizes and tenures;
- Up to 29,000 sqm of retail and related uses;
- Up to 87,500 sqm of employment floor space including commercial business hubs,
- A commercial business park and a light industrial business park;
- Up to 67,000 sqm of education and community facilities floorspace, including primary and secondary schools as well as nurseries and crèches, health centres, places of worship and community centres.
- Up to 8,000 sqm of hotel floorspace;
- Up to 8,500 sqm of leisure floorspace including sports pavilion and indoor sports hall provision;
- Infrastructure and utilities including a new electrical substation, gas and potable water network reinforcement and provision of a fibre-to-home broadband network;
- Green infrastructure (approximately 50% of the application Site). Vehicular and cycle parking, including electric vehicle charging points;
- Blue infrastructure; and
- Car, motorcycle and bicycle parking.

Figure 4 – Artist's impression of Otterpool Park



4. The Outline Planning Application Structure

- 4.1. The documents included in the OPA are listed and described briefly in Table 1 overleaf. Please note that Table 1 is a brief overview of the key documents submitted for approval or in support of the application. The complete list of documents is accessible in Appendix 1 of the Covering Letter (OP1) and Appendix A of the Planning and Delivery Statement Addendum (OP8), detailing what has been updated and what has not in this 2026 submission.
- 4.2. The documents and plans for approval prescribe the limits and controls which would apply to any future development. It is against these that the OPA will be assessed. These parameters will shape future development delivered under the outline planning permission, should it be granted.
- 4.3. The documents and plans submitted in support of the OPA explain and justify the application with reference to relevant contextual information, assess the impact and merit of the proposals and present strategies and illustrative material to guide design and delivery.
- 4.4. The planning application is large and complex. The best place to start is the Development Specification (Ref. OP5 Appendix 4.1, September 2026), which describes the Proposed Development. Please also see the Planning and Delivery Statement (Ref. OP8), which explains the proposals, addresses their merit and provides direction in terms of the other information provided. The Design and Access Statement Addendum (Ref. OP5 Appendix 4.16, September 2026) provides a good introduction to the Site and the Proposed Development. The Environmental Statement Addendum (Ref. OP5, September 2026) addresses the impacts of the Proposed Development and the effectiveness of measures to mitigate those impacts. A non-technical summary of this document is provided (Ref. OP4).

Table 1 – Application documentation

The complete list of documents is accessible in Appendix 1 of the Covering Letter (OP1) and Appendix A of the Planning and Delivery Statement Addendum (OP8), detailing what's been updated and what has not.

Doc Ref	Document and Plans	Description
Application Administration		
OP1	Covering Letter	A letter addressed to the LPA confirming the proposed description of development, the list of application documents being submitted and a summary of the key benefits of the proposals.
OP2	Planning Fee	Planning application fee to the LPA.
OP3	Outline Planning Application Form, relevant certificates (certificate C), copy of notices.	Relevant application forms and certificates which are necessary to be submitted as part of the OPA.
Environmental Statement		
OP4	Non-technical Summary	This document summarises the information included in the ES in non-technical language that can be easily understood by the general public.
OP5	Environmental Statement Main Report & Addendum	This application document comprises the main Environmental Statement report and is structured by the following environmental topic chapters: ▪ Chapter 1 – Introduction ▪ Chapter 2 – EIA Approach and Methodology ▪ Chapter 3 – Development and Consideration of Alternatives ▪ Chapter 4 – The Site and Proposed Development ▪ Chapter 5 - Agriculture and Soils ▪ Chapter 6 - Air Quality ▪ Chapter 7 - Ecology and Biodiversity ▪ Chapter 8 - Climate Change ▪ Chapter 9 - Cultural Heritage ▪ Chapter 10 - Geology, Hydrology and Land Quality ▪ Chapter 11 - Human Health

Doc Ref	Document and Plans	Description
		- Chapter 12 - Landscape and Visual Impact - Chapter 13 - Noise and Vibration - Chapter 14 - Socioeconomic effects and community - Chapter 15 - Surface water resources and flood risk - Chapter 16 - Transport - Chapter 17 - Waste and resource management
Documents and Plans submitted for Approval		
OP5 Appendix 4.1	Development Specification	This document defines and describes the principal components of the development.
OP5 Appendix 4.2	Site Boundary and Parameter Plans	These plans identify the spatial parameters within which the proposed delivery of the development will need to conform, and with which future stages of design detail will need to align. This includes the site boundary for the Early Homes.
OP5 Appendix 4.3	Strategic Design Principles	These will inform the preparation of all Design Codes and reserved matters applications in the future and should be read alongside the application parameter plans.
OP17	Early Homes Design Principles	These reflect the overall vision and site-wide design principles and apply these in the context of the Early Homes Parcel, securing a further series of mandatory design principles for this location.
Documents and Plans submitted in Support		
OP5 Appendix 2.6	Commitments Register	This register brings together in one place the commitments proposed through the OPA.
OP5 Appendix 2.7	Infrastructure Assessment (regarding the permitted waste facility)	This document seeks to confirm that the requirements of KMWLP Policy DM8 as amended by the Early Partial Review (2020) have been met in respect of the Permitted Waste Facility.
OP5 Appendix 4.4	Illustrative Accommodation Schedule	Identifies the quantum and type of development which is presented on the illustrative masterplan.

Doc Ref	Document and Plans	Description
OP5 Appendix 4.5	Illustrative Plans	Plans identifying an illustrative masterplan for the proposals, demonstrating one way in which the development could come forward in line with the documents submitted for approval.
OP5 Appendix 4.6	Indicative Phasing Plans	This plan shows one way in which the development may be delivered.
OP5 Appendix 4.7	Off-Site Infrastructure Assessment	This provides an assessment of the environmental effects associated with off-site infrastructure works required to serve the Proposed Development.
OP5 Appendix 4.8	Utilities Strategy	Identifies the utility requirements of the Proposed Development and sets out several viable options for broadband/communication, gas, electricity, water supply and wastewater treatment.
OP5 Appendix 4.9	Energy Strategy	This strategy has been developed to demonstrate how Otterpool Park will meet relevant planning policy energy requirements.
OP5 Appendix 4.10	Community Development and Facilities Strategy	This presents the proposed approach to the delivery of community facilities for Otterpool Park.
OP5 Appendix 4.11	Green Infrastructure Strategy	Sets out the framework for the management of existing and the delivery of proposed green infrastructure at Otterpool Park.
OP5 Appendix 4.12	Heritage Strategy	Defines the substantial benefits heritage can provide to the new garden town, seeing integration and enhancement of the historic environment as an opportunity.
OP5 Appendix 4.13	Governance and Stewardship Strategy	Sets out a framework to allow the principles of governance arrangements for assets and facilities to be agreed and secured going forward.
OP5 Appendix 4.14	Housing Strategy (including affordable housing strategy)	Confirms how the delivery of housing can facilitate a mixed, balanced and sustainable community. It confirms the approach to housing tenures (including affordable housing) and sizes.

Doc Ref	Document and Plans	Description
OP5 Appendix 4.15	Overarching Delivery Management Strategy	Considers the key delivery principles to be followed for the delivery of the development and defines the management structures required to achieve them.
OP5 Appendix 4.16	Design and Access Statement	This explains the design principles and concepts that have been applied to the Proposed Development.
OP5 Appendix 5.3	Soil Management Plan	This provides strategy, guidance and methodology in relation to the key soil mitigation measures required to protect soil resources during the stages of preconstruction, construction and reinstatement (to include aftercare) for the Proposed Development.
OP5 Appendix 7.19	Habitat Regulations Assessment	This assesses whether the Proposed Development is likely to have a significant effect on any National Site Network (and Ramsar) sites or on any of their qualifying features, either directly or indirectly, alone or in combination with other plans/projects.
OP5 Appendix 11.1	Health Impact Assessment	This document assesses the health-related aspects of the Proposed Development, and sets out the proposed mitigation to ensure that the health needs for future communities are addressed in the Proposed Development.
OP5 Appendix 11.2	Retail Impact Assessment	This document reviews the proposed retail and leisure uses in the context of national, regional and local planning policies and guidance.
OP5 Appendix 12.5	Kentish Vernacular Study and Colour Studies	This is a supporting document which describes the vernacular of the local area.
OP5 Appendix 14.1	Economic Strategy	This provides a review of the existing local economy and potential economic opportunities that Otterpool Park can deliver.
OP5 Appendix 15.1	Flood Risk Assessment and Surface Water Drainage Strategy	This document assesses the flood risks at Otterpool Park and explains the surface water drainage strategy that will be implemented.
OP5 Appendix 15.2	Water Cycle Study	Demonstrates how water and wastewater issues have been considered in the development of plans for Otterpool Park. It confirms how nutrient neutrality will be achieved.

Doc Ref	Document and Plans	Description
OP5 Appendix 16.4	Transport Assessment	This sets out the baseline conditions for transport, the proposed access and travel strategy and assesses the impact of the proposals on the road network, traffic, and sustainable travel modes.
OP5 Appendix 16.5	Transport Strategy	Provides the overarching transport approach for the Otterpool Park development.
OP5 Appendix 16.6	Framework Travel Plan	Provides the basis for travel planning for Otterpool Park, combining requirements for residential, workplace and school travel planning into a single overarching document.
OP5 Appendix 16.7/8	EHP Transport Assessment / EHP Travel Plan	Sets out the approach to transport for the Early Homes Parcel in the context of the wider Otterpool Park Transport Strategy
OP5 Appendix 17.1	Waste Strategy	This document sets out the overarching approach, objectives and targets for managing waste generated during the construction and operation of the Proposed Development.
OP5 Appendix 17.2	Minerals Assessment	This provides information regarding the minerals located on Site and whether it is feasible and viable to extract mineral resources.
OP5 Appendix 17.3	Outline Site Waste Management Plan	This provides a framework for managing and documenting materials and waste arising from construction, demolition and excavation activities from the Proposed Development.
OP6	Guide to the Planning Application	Provides a quick reference guide to the content of the OPA, an overview of the Proposed Development and a narrative around the revisions to the development being proposed as part of the OPA amendment.
OP7	Spatial Vision	This document outlines what sort of place Otterpool Park will be; it sets out the long-term objectives of the proposal and how they will be achieved.
OP8	Planning and Delivery Statement	Demonstrates why the development should be granted permission, showing how it aligns with the local plan, national policies and other material considerations. The Addendum will clarify key updates contained within the submission.

OP9	Sustainability Statement	Confirms how sustainability has been considered for a range of topics such as water, energy and climate change, waste, transport, biodiversity and buildings.
OP10	Monitoring and Evaluation Framework Document	Sets out the monitoring and evaluation approach for the Otterpool development.
OP11	Mobility Vision Report	Sets out the mobility vision for Otterpool Park.
OP12	User-centric Travel Document	Outlines the people-centric assessment used to support the future mobility strategy at Otterpool Park.
OP13	Access and Movement Mode Share Targets	This document has informed the Transport Strategy. Withdrawn. Relevant information is contained in the Transport documents at Appendix 16.
OP14	Cultural and Creative Strategy	Articulates culture's central role in the Proposed Development and explains how culture will be woven into the garden town and its communities going forward.
OP15	Statement of Community Involvement	Summarises the consultation and engagement process that has been undertaken in advance of the original February 2019 submission and explains how the proposals have evolved in response to the feedback received.
OP16	Supplemental Statement of Community Involvement	Summarises the consultation process and engagement activities undertaken by the applicant since February 2019 and how the proposals have evolved in response to the feedback received.

5. What happens next?

Figure 5. Artist's impression of Otterpool Park



Consultation

- 5.1. The OPA has been prepared following extensive consultation activities. You may have already expressed your views. Those views will still be taken into account by the Local Planning Authority in the determination of the application. We have also completed a public exhibition of the updated plans and proposals in June 2026 for this submission. Following submission of the amended OPA to Folkestone & Hythe District Council, the Council will now ask for any further comments to be submitted.

Determination

- 5.2. The local planning authority is charged with making the formal decision as to whether to grant planning permission. If they do, they will impose conditions and secure a range of legal obligations with the applicant which will create the framework for the delivery of the new garden settlement.

Further consents

- 5.3. To ensure flexibility and deliverability of the development over a long period of time, a three-tiered approach is proposed to be taken forward for the development. To enable the early delivery of homes alongside the submission of the Tier 1 OPA, the applicant has also included further details for the delivery of the first homes via a new Tier 0. The next stage will be to negotiate, submit and agree the enabling infrastructure and detailed proposals for these first homes.

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Otterpool Park Garden Town
will be a distinctive green,
blue and self - sustaining
town for everyday and all-
weekend living.

Our Ambition

Otterpool Park - Spatial Vision
