



CALL FOR SITES INCLUDING BROWNFIELD LAND REGISTER

Ref:

Date:

(For official
use only)

Please email return completed forms to: forwardplanningconsultations@staffordbc.gov.uk or alternatively send to

- Forward Planning, Stafford Borough Council, Civic Centre, Riverside, Stafford, ST16 3AQ

Guidelines for Submitting a Site

Landowners, developers and other interested parties are invited to submit any of the following types of development for consideration: housing, employment, retail, leisure, health, and mixed use schemes.

This form has three parts:

Part A: Personal Details

The information that you provide will only be used to assist in the Councils review of its development policies in accordance with the Planning and Compulsory Purchase Act 2004. Your personal details may be shared with other departments to ensure our records are kept accurate and to keep you informed of future consultation documents. Please note that representations will be made available for public inspection, this means that with the exception of telephone numbers, private addresses, personal email addresses and signatures, your comments and other details that you provide will be publicly available for inspection and will also be published on the internet.

Part B: Your representations.

- Please complete Part B of this form for each representation you wish to make. You do not need to complete Part A more than once, but please ensure you state your name or organisation as applicable at the top of each Part B form you submit.
- Where submitting a site for housing development, please ensure it could accommodate 5 or more dwellings before completing this form.
- Where submitting a site for economic development, please ensure that sites are a minimum size of 0.25ha (or 500sqm net additional floorspace) or above.
- Please attach an up-to-date Ordnance Survey based map at 1:1250 or 1:2500. This must outline the precise boundaries of the site in its entirety and the part that may be suitable for development (if this is less than the whole). **Without this mapped information we are unable to register the site.**

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Part C: Brownfield Sites – Call for Sites

In April 2017 the Government introduced a requirement on Local Planning Authorities (LPAs) to publish a Brownfield Land Register (BLR). A BLR is a list of previously developed sites that are potentially suitable for residential development. Any sites put forward concerning Brownfield Land as part of this Call for Sites exercise will be assessed for inclusion in the updated Brownfield Sites Register in 2018.

The BLR is to be kept in 2 parts:

- Part 1 will be for sites categorised as ‘previously developed land’ which are suitable, available and achievable for residential development.
- Part 2 allows LPAs to select sites from Part 1 and grant permission in principle (PiP) for housing led development.

The BLR will be maintained and reviewed at least once a year to ensure it is kept up to date. Landowners and other stakeholders are invited to submit sites which meet the National Planning Policy Framework (NPPF) definition of previously developed land that they consider have the potential to be used for housing led development.

However, a site’s inclusion on Part 1 of the Register does not confirm that it will be progressed to Part 2 and receive Permission in Principle.

To be included, sites should meet the definition of previously developed land as set out in the glossary at Annex 2 of the NPPF, which is:

‘Land which is or was occupied by a permanent structure, including the curtilage of the developed land (although it should not be assumed that the whole of the curtilage should be developed) and any associated fixed surface infrastructure. This excludes: land that is or has been occupied by agricultural or forestry buildings; land that has been developed for minerals extraction or waste disposal by landfill purposes where provision for restoration has been made through development control procedures; land in built-up areas such as private residential gardens, parks, recreation grounds and allotments; and land that was previously-developed but where the remains of the permanent structure or fixed surface structure have blended into the landscape in the process of time’.

Please complete section A, B (with the exception of B5), and C as fully as possible for each site.

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How will my submission be used?

We will acknowledge receipt of your submission and fully consider responses for the next stage of the plan-making process, although the Council will not engage through individual correspondence. All comments received will be published on the Council's website in accordance with the General Data Protection Regulations (May 2018).

Protecting Your Privacy

We believe you should always know what data we collect from you and how we use it, and that you should have meaningful control over both. As part of our ongoing commitment to transparency, and in relation to the new General Data Protection Regulations (May 2018), we have updated our Privacy Policy.

We will only use your personal information to send you information on the Local Plan and associated planning policy matters. You can find information about how we handle your personal data by visiting www.staffordbc.gov.uk/privacynotices and if you have any queries or would like to unsubscribe from receiving information please contact the Forward Planning section using the details above.

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Part A

1. Personal Details*

*If an agent is appointed please complete only the Title, Name and Organisation boxes below but complete the full contact details of the agent in 2.

2. Agent's Details (if applicable)

1. Personal Details

Title	<input type="text"/>
First Name	<input type="text"/>
Last Name	<input type="text"/>
Job Title (where relevant)	<input type="text"/>
Organisation (where relevant)	<input type="text"/>
Address Line 1	<input type="text"/>
Line 2	<input type="text"/>
Line 3	<input type="text"/>
Line 4	<input type="text"/>
Post Code	<input type="text"/>
Telephone Number	<input type="text"/>
Email address	<input type="text"/>

2. Agent Details (if applicable)

Title	<input type="text"/>
First Name	<input type="text"/>
Last Name	<input type="text"/>
Job Title (where relevant)	<input type="text"/>
Organisation (where relevant)	<input type="text"/>
Address Line 1	<input type="text"/>
Line 2	<input type="text"/>
Line 3	<input type="text"/>
Line 4	<input type="text"/>
Post Code	<input type="text"/>
Telephone Number	<input type="text"/>
Email address	<input type="text"/>

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Part B – Please Use a Separate Sheet for each representation

B1. Name/Organisation	
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B2. I am...			
Owner of the site	<input type="checkbox"/>	Planning Consultant	<input type="checkbox"/>
Parish Council	<input type="checkbox"/>	Land Agent	<input type="checkbox"/>
Local Resident	<input type="checkbox"/>	Developer	<input type="checkbox"/>
Amenity / Community Group	<input type="checkbox"/>	Registered Social Landlord	<input type="checkbox"/>
Other (please specify):			

B3. Site Information				
Site location (including address and post code)				
Grid reference (if known)				
Site area (hectares)				
Current Land Use If the site is vacant please advise its historic use				
Type of site	Greenfield	Brownfield	Mixed please provide the approximate area that is Brownfield land (HA)	If brownfield please provide number and type of buildings currently on site
Existing trees and other landscape features on the site				
Availability of access to the site				

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Ecological features and areas of biological importance						
Relevant Planning History (please include planning application numbers)						
B4. Proposed Use of Site - Residential						
Where a residential use is being suggested for the site, so long as it could accommodate 5 or more dwellings please provide details below (if known)						
Housing, consisting of (please tick all that apply)	Proposed housing Type	(x)	Estimated number of dwellings proposed on site	Proposed housing Type	(x)	Estimated number of dwellings proposed on site
	Market housing			Affordable housing		
	Self-build			Starter homes		
	Sheltered housing			Residential institutions with care (C2 use)		
	Gypsy and traveller pitches			Live / work units		
	Other, please specify:					
Overall total estimated no. of dwellings proposed						

B5 Proposed Use of Site - All Other Uses (This section is not applicable for sites to be considered on the Brownfield Land Register)					
What use are you suggesting for the site? Please put a cross (x) next to all that apply					
YES (x)	Use	Detailed Use Type	(x)	Detailed Use Type	(x)
	Employment consisting of (please tick all corresponding detailed uses that apply)	Offices		Light industry	
		Storage / distribution		General industry	
		Other, please specify			
	Retail, leisure or community uses consisting of (please tick all corresponding detailed uses that apply)	Shops		Food / drink establishments	
		Leisure		Community facilities	
		Other, please specify			
	Any other use not listed above, please provide details				

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Estimated floorspace for each use (m²) and total overall floorspace (m²) (excluding any proposed residential uses)	Employment		m ²
	Retail / Leisure / Community		m ²
	Any other proposed use		m ²
	Not known at this stage. Please cross (x) if applicable		
	Total non-residential uses (if known)		m ²

B6. Site Ownership

I (or my client)...

Is the sole owner of the site

Is a part owner of the site

Does not own (or hold any legal interest in) the site whatsoever

If Owner / Part-owner have you attached a copy of the title plan and deeds with this form?

Yes

No

If you are not the owner, or own only part of the site, do you know who owns the site or its other parts? (please provide details):

Does the owner (or other owners) support future development on the site?

Yes

No

B7. Market Interest

Please choose the most appropriate category below and indicate what level of market interest there is / has recently been in the site.

	Yes	Comments
Site is owned by a developer	<input type="checkbox"/>	
Site is under option to a developer	<input type="checkbox"/>	
Enquiries received	<input type="checkbox"/>	
Site is being marketed	<input type="checkbox"/>	
None	<input type="checkbox"/>	
Not Known	<input type="checkbox"/>	

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B8. Utilities			
Please tell us which of the following utilities are available to the site			
	Yes	No	Unsure
Mains water supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mains sewerage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Electrical supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gas supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public highway	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Landline telephone / broadband internet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public Transport	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify):			

B9. Suitability Issues			
Please tell us if there are any of the following constraints			
	Yes	No	Unsure
Land in other ownership must be acquired to develop the site	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Restrictive covenants exist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Current use needs to be relocated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Physical constraints (topography, trees, other)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public Rights of Way cross or adjoin the site	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contamination / Land Stability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conservation Area / Listed Buildings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nature Conservation / Ecology	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Utilities (high pressure gas pipeline / electricity pylons / water infrastructure)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Green Belt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flood plain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Please provide any relevant information of likely measures to address any of the above that you have answered "YES" to:			

B10. Timescale for Availability

Please indicate the approximate timescale for availability:

		Comments – particularly if you have indicated that the site is not immediately available, please explain why:
Immediately	<input type="checkbox"/>	
Up to 5 years	<input type="checkbox"/>	
5 - 10 years	<input type="checkbox"/>	
10 – 15 years	<input type="checkbox"/>	
Beyond 15 years	<input type="checkbox"/>	

B11. Other Relevant Information – Please use the space below for additional information or further explanations on any of the topics covered in this form (any additional information should be limited to 3 sides of A4):

<p>Signature:.....</p> <p>Date:.....</p>

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Part C - Brownfield Land Register

C1. Meeting The Definition of Previously Developed Land	
To ensure the land meets the definition of previously developed land as provided in the Glossary to the NPPF, please confirm the following by ticking all the boxes where you believe the statements are fulfilled.	
The land is or was occupied by a permanent structure.	<input type="checkbox"/>
The land is within the curtilage of a permanent structure and does not include any land that is not curtilage land.	<input type="checkbox"/>
The land is not or has not been occupied by agricultural or forestry buildings.	<input type="checkbox"/>
The land is not a formal minerals or waste disposal site with restoration conditions.	<input type="checkbox"/>
The land is not a residential garden, park, recreation ground or allotment in a built up area.	<input type="checkbox"/>
The land may have been previously developed but the remains of the permanent structure have not blended into the landscape in process of time.	<input type="checkbox"/>

C2. Adjacent Land Uses
Please tell us the adjacent land uses