

Call for Sites including Brownfield Land Register

Completed forms can be submitted by email to:
strategicplanningconsultations@staffordbc.gov.uk

Or returned via post to: Strategic 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.

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 sections A, B (with the exception of B7), and C as fully as possible for each site.

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. Details of submitted sites will be included in the Strategic Housing and Employment Land Availability Assessment (SHELAA) and Brownfield Land Register (where applicable) which are updated and published annually.

Your comments and information relating to the submitted site, such as site address and size, will be published as part of the SHELAA and Brownfield Land Register, but your personal information, such as your name, postal address and email address will not be published.

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 current data protection legislation, we have updated our Privacy Policy.

Stafford Borough Council are the data controller and you can find information about how we handle your personal data by visiting <https://www.staffordbc.gov.uk/call-sites-submissions-how-we-use-your-personal-information> and if you have any queries or would like to unsubscribe from receiving information then please contact strategicplanningconsultations@staffordbc.gov.uk

Part A - Personal Details

1. Personal Details

(Please note, 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.)

Title:

First Name:

Last Name:

Job Title (where relevant):

Organisation (where relevant):

Address:

Post Code:

Telephone Number:

Email Address:

2. Agent's Details (if applicable)

Title:

First Name:

Last Name:

Job Title (where relevant):

Organisation (where relevant):

Address:

Post Code:

Telephone Number:

Email Address:

Part B - Your Representation

1. I am:

- | | |
|--|---|
| <input type="checkbox"/> 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 |

Other (please specify):

2. 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

3. Market Interest

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

- Site is owned by a developer
- Site is under option to a developer
- Enquiries received
- Site is being marketed
- None / Not know

Comments:

4. Timescale for Availability

Please indicate the approximate timescale for availability:

- Immediately
- Within 5 years
- 5 - 10 years
- 10 - 15 years
- Beyond 15 years

Comments (particularly if you have indicated that the site is not immediately available, please explain why:)

5. Site Information

Site location (including address and post code):

Grid reference (if known):

Site area (hectares):

Current land use:

Type of Site: Greenfield / Brownfield / Mixed

If brownfield or mixed, please provide the approximate area that is Brownfield and number and type of buildings currently on site:

Existing trees and other landscape features on the site:

Availability of access to the site:

Ecological features and areas of biological importance:

Relevant Planning History (please include planning application numbers):

6. Proposed Use of Site - Residential

Where residential use is being suggested for the site, if the site can accommodate 5 or more dwellings please provide details below (if known).

Proposed housing type (please tick all that apply and include estimated number of dwellings proposed on site):

- Market housing
- Affordable housing
- Self-build
- Starter homes
- Sheltered homes
- Residential institutions with care (C2 use)
- Gypsy and traveller pitches
- Live / work units

Other, please specify:

Overall total of estimate number of dwellings proposed:

7. Proposed Use of Site - All Other Uses

This section is not applicable for sites to be considered on the Brownfield Land Register.

Proposed site usage (please tick all that apply and included proposed floorspace for each use (m²)):

- Employment:
- General Industrial
- Storage and distribution

Other, please specify:

Commercial, Business and Service:

- Shops
- Offices
- Light Industrial
- Food / drink establishments
- Leisure

Other, please specify:

Any other use not listed above:

Total non-residential floorspace, if known (m²):

8. Suitability Issues

Please tell us if there are any of the following constraints:

Land in other ownership must be acquired to develop the site:

Yes / No / Unsure

Restrictive covenants exist:

Yes / No / Unsure

Current use needs to be relocated:

Yes / No / Unsure

Physical constraints (topography, trees, other):

Yes / No / Unsure

Public Rights of Way cross or adjoin the site:

Yes / No / Unsure

Contamination / Land Stability:

Yes / No / Unsure

Conservation Area:

Yes / No / Unsure

Listed Buildings:

Yes / No / Unsure

Nature Conservation / Ecology:

Yes / No / Unsure

Utilities (e.g. high pressure gas pipelines / electricity pylons / water infrastructure):

Yes / No / Unsure

Green Belt:

Yes / No / Unsure

Flood Zone:

Yes / No / Unsure

Please provide any relevant information of likely measures to address any of the above that you have answered "Yes" to:

9. Utilities

Please tell us which of the following utilities are available to the site:

Mains water supply:

Yes / No / Unsure

Mains sewerage:

Yes / No / Unsure

Electrical supply:

Yes / No / Unsure

Gas supply:

Yes / No / Unsure

Public highway:

Yes / No / Unsure

Landline telephone / internet:

Yes / No / Unsure

Public Transport:

Yes / No / Unsure

Other (please specify):

Comments:

10. 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):

Signature:

Date:

Part C - Brownfield Land Register

1. 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.
- The land is within the curtilage of a permanent structure and does not include any land that is not curtilage land.
- The land is not or has not been occupied by agricultural or forestry buildings.
- The land is not a formal minerals or waste disposal site with restoration conditions.
- The land is not a residential garden, park, recreation ground or allotment in a built-up area.
- The land may have been previously developed but the remains of the permanent structure have not blended into the landscape in process of time.

2. Adjacent Land Uses

Please tell us the adjacent land uses: