****

If you wish to nominate a site to be considered for development or allocation as part of the Councils’ Emerging Local Plan please use this form.

**Please also provide a map which accurately identifies the site.**

**Data Protection**

Chiltern District Council and South Bucks District Council are the data controllers for the purposes of the Data Protection Act 2018 and General Data Protection Regulations (GDPR).

Your completed Nomination Form containing your comments and any submitted personal information will be held by the Council to which it is submitted but will be shared and processed by both Councils. This information will be used to (a) assist the Councils’ preparation of The Local Plan in accordance with provisions contained in The Town and Country Planning Act (Local Planning)(England) Regulations 2012 and in line with any other relevant legislation and (b) to contact you, if necessary, in regard to information provided on the form. In addition, it may be used to assist in planning monitoring and included in documents published by the Councils.

**Freedom of Information Act 2000 and Environmental Information Regulations 2004**

Chiltern District Council and South Bucks District Council have a statutory duty to comply with the above legislation. The Councils may be required to disclose information submitted in accordance within the provisions of the stated legislation.

If you have any query and/or need further information in regard to the above please contact please contact a member of the Planning Policy Team during normal office hours on 01494 586678 or 01895 837 210 or by email at [planningpolicy@chiltern.gov.uk](mailto:planningpolicy@chiltern.gov.uk) or [ldf@southbucks.gov.uk](mailto:ldf@southbucks.gov.uk).

Please return the form to: [planningpolicy@chiltern.gov.uk](mailto:planningpolicy@chiltern.gov.uk) or [ldf@southbucks.gov.uk](mailto:ldf@southbucks.gov.uk) or by post to: Planning Policy Team, Chiltern and South Bucks District Councils, King George V House, King George V Road, Amersham, Buckinghamshire, HP65AW.

I confirm that I have read and understand the above.

Signature of Agent/ Respondent (can be typed) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   
  
Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Call for Sites – guidance notes**

**General guidance**

* The Call for Sites form should be used to suggest sites within Chiltern and South Bucks for consideration in the Housing and Economic Land Availability Assessment (HELAA) and/or future allocation in the Local Plan.
* Allocations for any type of land use will be considered.
* The information provided will be used to assist and inform the production of the Local Plan.
* Use one form per site and use extra sheets if necessary.
* Include a map clearly showing site boundaries and land ownership.
* There is no minimum (or maximum) size of site at this stage. The housing Land Availability Assessment will consider all sites and broad locations capable of delivering five or more dwellings, or economic development on sites of 0.25ha (or 500m2 of floor space) and above.
* Sites can be suggested that are already allocated in the Core Strategy or Sites and Housing Plan, or assessed in the previous Strategic Housing Land Availability Assessment, as well as newly identified sites.
* We encourage sites to be suggested for consideration in the Local Plan at this early stage, so it can be subject to clear and open consultation.

**Guidance for individual sections of the form**

* Please include the details of the person who should be the main contact regarding the site.
* Record the current and historic land uses with regard to the Use Classes Order. Note in as much detail as possible what is currently on the site e.g. number and size of dwellings; employment type and floor space. Also note how well, or otherwise, the site is used including if any buildings are vacant or derelict.
* Please explain why you have put forward the uses you have. If you have any evidence/studies to support your preferences it would be helpful if you provided these too. If you have reached an estimate of capacity or floorspace through a density calculation or design work, please provide details. If your preferred use supports national planning policies set out in the National Planning Policy Framework or other relevant policies then please do set these out.
* Environmental constraints could include flood risk, biodiversity, drainage, contamination, hazardous waste etc. Physical constraints could include access, tress, topography etc. Existing local policies that do not relate to national policies on biodiversity, flood risk etc should not be considered a constraint at this time.   
    
  It would be helpful if you could list any mitigation measures or work that would be required to overcome any constraints you have identified. If any studies have been undertaken that aid understanding of the suitability of the site for development, please also list these, including a date, and if possible please provide copies.
* Only select ’available now’ if the site is vacant and has no constraints to development. Legal or ownership constraints may include whether the site has any ransom strips; any covenants; requires relocation of the current use?

**Call for Site form**

|  |  |
| --- | --- |
| 1 Contact details | |
| Name: Click here to enter text | |
| Company (If applicable): Click here to enter text | |
| Who you are representing (if applicable): Click here to enter text | |
| Your address and postcode: Click here to enter text | |
| Your telephone number: Click here to enter text | |
| Your email: Click here to enter text | |
| Your status (tick all that apply): | |
| The landowner  A planning/land agent  A developer | Registered Social Landlord  Amenity/Community Group  Other (please specify) |

|  |
| --- |
| 2 Site details |
| Site location/address: Click here to enter text |
| Gross site area (hectares): Click here to enter text  Please also provide a map showing the proposed site boundary |
| Current land use(s): Click here to enter text |
| Historic land use(s): Click here to enter text |
| Is the site:  Previously developed land  Greenfield  Mixture |
| Please describe what is currently on the site, including numbers of any buildings and to what extent any buildings or land are currently used:  Click here to enter text |

|  |
| --- |
| 3 Site Ownership |
| I (or my client):  Is the sole owner of the site  Own part of the site  Do not own (or hold any legal interest in) the site  Have an opinion on the land |
| If owner (or part owner), have you attached a title plan and deeds with this form?  Yes No |
| Is the landowner(s) in support of your preferred use for this site?  Yes  No  Don’t know |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 4 Suggested potential type of development | | | | |
| Please indicate which of these uses you consider suitable for the future use of the site.  Also indicate the use(s) that you would prefer to see the site allocated for. (tick all that apply) |  | Yes | No | Preferred allocation/use |
| Housing |  |  |  |
| Key worker housing |  |  |  |
| Affordable Housing |  |  |  |
| Older persons housing |  |  |  |
| Student accommodation |  |  |  |
| Self-build housing |  |  |  |
| Gypsy and Traveller pitch |  |  |  |
| Employment (Office) |  |  |  |
| Employment (Research and development) |  |  |  |
| Employment (Light industrial) |  |  |  |
| Employment (other uses) |  |  |  |
| Retail (Food) |  |  |  |
| Retail (non-food) |  |  |  |
| Schools and education |  |  |  |
| Student accommodation |  |  |  |
| Academic institutional |  |  |  |
| Primary healthcare |  |  |  |
| Hospital/medical research |  |  |  |
| Tourism/hotel |  |  |  |
| Green space/park |  |  |  |
| Sport and leisure |  |  |  |
| Community facility |  |  |  |
| Arts and culture |  |  |  |
| Cemetery |  |  |  |
| Allotment |  |  |  |
| Other (please specify) | Click here to enter text | | |
| Please explain your reasons: Click here to enter text | | | | |
| Please provide and explain your estimate of potential floorspace capacity (in M2) and/or potential number of residential units: Click here to enter text | | | | |

|  |  |
| --- | --- |
| 5 Suitability | |
| Please indicate any known constraints to developing the site | |
| Environmental constraints: Click here to enter text | |
| Physical constraints: Click here to enter text | |
| Other constraints: Click here to enter text | |
| Could actions or measures be taken to overcome any of the constraints?  Click here to enter text | |
| Have you undertaken any surveys on the site?  Air quality  Archaeology  Conservation Area Appraisals  Drainage  Contaminated land  Financial viability assessment  Flood Risk Assessment | Habitat  Infrastructure/utilities  Landfill  Landscape/visual  Noise  Transport assessment  Other (please specify) |

|  |
| --- |
| 6 Availability |
| When do you think the site could become available for development?  Available now  Available in the next 5 years  6-10 years  11-15 years  16+ years |
| Please choose the most appropriate category to indicate what level of market interest there is/has recently been on the site:  Site owned by a developer  Site is under option to a developer  None  Other  Site is being marketed  Enquiries received  Don’t know |
| In your opinion, what is the market attractiveness of the site at the current time?  Click here to enter text |
| Are there any legal/ownership constraints on the site that might prohibit or delay any development?  Click here to enter text |
| Are there any other issues that might affect the viability of the site?  Click here to enter text |

#### Declaration

I understand that any comments submitted in response to this request for sites will be made publicly available by Chiltern and South Bucks District Council and will be identifiable to my name or organisation.

|  |  |
| --- | --- |
| **Name** (print) |  |
| **Date** |  |

Please read the following disclaimer:

1. The information collected in this form will be used by Chiltern and South Bucks District Council to inform its Land Availability Assessments as part of the preparation of the Chiltern and South Bucks Local Plan. By responding you are accepting that all the information within it will be made available to the public.

2. The identification of sites, buildings or areas within any Council Land Availability Assessment does not mean that the Council would grant planning permission for development. All planning applications, including those for residential development will be determined in accordance with the development plan unless material considerations indicate otherwise.

3. The inclusion of sites within any Council Land Availability Assessment does not preclude use or development for other purposes.

4. Any boundaries shown are based on information available at the time of the preparation of the survey. They do not represent an absolute area for any future proposals.

5. The exclusion of sites from any Council Land Availability Assessment does not preclude their development for residential use.

6. Any Council Land Availability Assessment will represent an estimate of when sites may come forward for development. It does not mean that applications which come forward at different times will be refused on that basis.

7. Any Council Land Availability Assessment will use the information available at the time of the study. The Council does not accept liability for any omissions or factual inaccuracies that may be contained within any Council Land Availability Assessment. Applicants for planning permission are advised to carry out their own assessments and analysis of any site and not rely on the information within any Council land availability assessment.

8. Where the site capacity identified in any Council land availability assessment it is based on the surrounding neighbourhood density, this should not be taken as the level of housing which would be most appropriate that the site. The density of any planning application will be assessed through the normal planning process and any Council land availability assessment will not represent an over-riding justification for any particular density.

9. The Council intends any Council land availability assessment to be a living document which is subject to review. Therefore published information may be out-of-date.