

Appendix 1 - Call for Sites Documentation

South Cambridgeshire Development Plan

Strategic Housing Land Availability Assessment

Call for Sites

17 June to 12 noon on 29 July 2011

Published by South Cambridgeshire District Council

© June 2011

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(Planning & New Communities)

South Cambridgeshire Development Plan

Strategic Housing Land Availability Assessment

What is the purpose of the Assessment?

South Cambridgeshire District Council is embarking on a review of its adopted Local Development Framework, which is a suite of documents that set out the planning policies that guide the development and use of land in the district. The new South Cambridgeshire Development Plan will set the development strategy for the district for the period to 2031 and will, amongst other things, include a target for new housing development based on evidence of local needs and ensure that sufficient suitable, available and deliverable land is allocated for housing to meet those needs. The first stage of the plan making process will be the publication of Issues and Options for consultation in summer 2012. For more information on the preparation of the new plan, see the Council's website at www.scambs.gov.uk/ldf.

The new South Cambridgeshire Development Plan requires a range of studies to be undertaken to provide evidence to help the Council decide on the appropriate issues and options for consultation. A key part of the evidence base is the preparation of a Strategic Housing Land Availability Assessment, or SHLAA. For convenience, it is here called the Assessment.

What is the Assessment?

The Assessment is a technical assessment of sites to determine whether they may have potential to be suitable for housing. It will be for the separate plan making process to decide which sites should be put forward for consultation in the Issues and Options consultation and which should subsequently be allocated in the draft Development Plan.

How is it carried out?

The Outline Methodology for the Assessment is included as Appendix A.

The Assessment is limited to consideration of whether a site is **physically capable** of providing housing, taking account of the range of planning constraints that can affect the suitability of a site. These include factors such as whether it is at risk of flooding, has important nature conservation or heritage assets on the site that should be protected, is contaminated land, or can achieve safe highway access. The Assessment will also consider whether a site would have such a significant impact on the landscape or townscape that it could not be made to be acceptable in planning terms. The Plan will only allocate sites for development of 10 or more dwellings, and sites for consideration in the Assessment must be at least 0.25 hectares in size.

The Assessment will also check whether sites are genuinely **available** for housing development, for example whether the landowner is supporting the site, and whether there are any constraints that might affect when a site would be available, such as

existing uses, and whether there is a reasonable likelihood of any constraints being able to be overcome in the time period. It will also test whether a site will be **capable of being delivered** taking account of factors such as the viability of development of the site.

Given that the Council is at the beginning of the plan making process, the Assessment needs to include sufficient flexibility that it can identify sites that are physically capable of being developed for housing and may **potentially** be suitable for housing under a variety of different scenarios. The Assessment will therefore not rule out consideration of sites that would be unacceptable against current planning policies, such as sites in the Green Belt or outside a settlement development framework. However, the Assessment will not make any planning policy judgements about whether there is a case for making changes to those planning policies. It will only go as far as identifying that they exist and describing the level of impact the development of the site for housing would have on them, and will not conclude whether or not it should be allocated. The Assessment will also not make any comparison between sites identified as potentially suitable – there will be no ranking of sites in the Assessment.

As the development strategy for the new South Cambridgeshire Development Plan has not yet been considered, it would be premature to conclude whether the existing settlement hierarchy will remain or whether there could be any change for individual villages. However, the Council does not consider that in planning policy terms there is any realistic prospect of sites in the smallest villages in the district, with very limited local services and facilities and lacking for example even a primary school, being suitable for allocation through the plan making process. Therefore the Assessment will not consider sites in Infill villages, as defined in the Core Strategy 2007.

Other small to medium sized villages in the district are defined as Group villages in the Core Strategy 2007, which by definition all have a primary school, but cover a wide range of villages in terms of both their size and the level of services they provide. There may or may not prove to be a planning policy case for including housing sites at Group villages in the Issues and Options consultation. If there is, the Council's view is that it is likely that only the better served Group villages may be found suitable locations for housing allocations. However it is not possible at this early stage to say which villages this may include. As such, sites will be considered at Group villages, but with the caveat that they may or may not prove to be suitable in principle once the development strategy is further advanced.

It is important to understand that the identification of sites in the Assessment as having potential for housing does not indicate that a site will be allocated in the South Cambridgeshire Development Plan or that planning permission will be granted for housing development.

How will the Assessment be used?

Once the Assessment has been completed, the Council will then undertake a separate assessment of all the sites that have been identified as potentially being suitable for housing to consider the relative merits of the different sites, including which are the most sustainable sites. This will involve looking at factors such as the sustainability of the location in terms of access to services and facilities and public transport and will include a sustainability appraisal of the various sites to test the most appropriate sites to be included in the Issues and Options consultation.

What is the Call for Sites?

The Council is inviting anyone who may be intending to promote land for housing development through the South Cambridgeshire Development Plan process to put their land forward now, so that it can be considered at this early stage in a comprehensive way along with other sites as part of the technical Assessment to identify sites that are physically capable of accommodating housing. The Council will then undertake a separate assessment to form a view in planning policy terms whether it should be included in the Issues and Options consultation in summer 2012.

Sites can also be put forward for Gypsy and Traveller Sites and Travelling Showpeople Sites through this process. As with previous call for sites for this use, sites will be considered up to 1 kilometre from settlement development framework boundaries.

The Council's aim is that its plan making should be as inclusive as possible and that all sites should be considered in an even and fair way at the beginning of the plan making process.

If you have land you wish to put forward for consideration in the Assessment, please complete the Call for Sites Questionnaire and return it to the Council by 12 noon on Friday 29 July 2011, preferably by email.

Please read the 'important information' section of the Call for Sites Questionnaire to ensure the land you put forward can be considered.

We require a questionnaire to be submitted by the deadline that is substantially complete. However, if you require longer to provide some detailed information, we will accept further relevant information beyond the closing date, where it is helpful to the assessment and could not reasonably be provided by the deadline. Any such further information should be provided by **9 September 2011**.

If the deadlines cause you any problems, please contact the Council's Planning Policy Team to discuss via ldf@scambs.gov.uk or 01954 713183.

Please note that if you disagree with the Council's assessment of your site or the view the Council subsequently reaches on whether or not it should be included in the Issues and Options consultation, you will have the opportunity to make representations to that effect as part of the Issues and Options consultation.

Appendix A:

Strategic Housing Land Availability Assessment (SHLAA)

Outline Methodology

Stage 1: Planning the Assessment

- Follows the methodology established by Department for Communities and Local Government Practice Guidance with the detailed approaches refined to address local circumstances.
- As recommended in the Practice Guidance, the SHLAA will be prepared in partnership with key stakeholders such as house builders, housing associations, local property agents, parish councils and other agencies through a Housing Market Partnership (HMP). The HMP was consulted on the methodology.
- Issue a 'call for sites'. This will make clear the level of detail that the Council will expect a promoter to provide in support of their site, including delivery and viability information.

Stage 2: Determining which sources of sites will be included in the Assessment

- The sources of sites will be identified at the beginning of the Assessment. For South Cambs these are:
 - A. Suitable sites consistent with current planning policy:
 - Existing housing allocations – review the deliverability of these sites and confirm capacity and timescales for delivery with landowners/developers.
 - Planning permissions for housing that are under construction – from annual monitoring.
 - Unimplemented/outstanding planning permissions for housing – from annual monitoring.
 - Other sites consistent with current planning policies – to identify other sites where housing would be acceptable in principle under current policies, e.g. brownfield sites within frameworks where existing use has ceased.

- B. Potentially suitable sites if planning policies were altered (note: the development strategy will be determined through the plan making process, which may or may not include any or all of these sources):
 - New strategic scale locations/sites
 - Urban extensions to Cambridge
 - Major village expansion
 - Other
 - Greenfield sites on the edge of most sustainable rural settlements
 - Rural Centres
 - Minor Rural Centres
 - Better served Group villages
 - Land allocated for other uses
 - Consider whether any existing allocations for other uses such as employment are no longer suitable / needed for that use, and whether they have potential for residential.
- Allocations in the Development Plan are only made for sites of 10 or more dwellings; therefore only sites capable of accommodating this capacity and that are at least 0.25 hectares will qualify for assessment. The capacity of individual sites will be tested.
- Sites for Exceptions Sites for 100% affordable housing will not be considered through this process.
- Sites can also be put forward for Gypsy and Traveller Sites or Travelling Showpeople sites through this process. Note: sites will also be accepted within 1 kilometre of better served settlements.

Stage 3: Desktop Review of existing information

- Undertake a desktop survey looking at all relevant sources to identify as far as possible all sites with potential for housing either under existing policies or that may be potentially suitable if certain policies were changed eg. framework boundaries.

Stage 4: Determining which sites and areas will be surveyed

- The Practice Guidance recommends that all sites identified by the desktop review are visited to make sure information held is consistent and that an up-to-date view on development progress can be reached.

- Site survey should be used to identify any further sites with potential for housing that was not identified by the desktop review.

Stage 5: Carrying out the survey

- Check the desktop assessment on site and record other key site characteristics e.g. boundaries, current use, surrounding land uses, physical constraints etc.

Stage 6: Estimating the housing potential of each site

- Take a reasonable and consistent approach for South Cambs to establish potential capacity of sites.

Stage 7: Assessing when and whether sites are likely to be developed

Stage 7a: Assessing suitability for housing

- Identifying any constraints that would affect development of the site, the extent of the impact and whether they could be overcome.
- Strategic Considerations – this will identify specific types of land that will be excluded from the assessment e.g. sites including Sites of Special Scientific Interest (SSSIs) or other European nature conservation designations. The Practice Guidance suggests mapping clear-cut designations and ascribing a nil housing potential to them at the initial stage. It gives SSSIs as an example.
- Significant Local Considerations – this will consider local level considerations, important in the South Cambridgeshire context, that have the potential to have the greatest impact on whether or not a site can be considered developable e.g. heritage, environmental and physical constraints, impact on the townscape and landscape, and infrastructure capacity.

Stage 7b: Assessing availability for housing

- When, on best information available, there is confidence that there are no legal or ownership problems and the owner/developer has confirmed its potential availability. If problems are identified then an assessment must be made as to how and when they can be realistically overcome.

Stage 7c: Assessing achievability for housing

- If there is a reasonable prospect that housing will be developed at a particular point in time. Use an assessment tool such as the HCA Area Wide Viability Model to assess the economic viability of a site and capacity of a developer to complete the housing over a certain period, affected by market considerations, cost factors and delivery factors.

Stage 7d: Overcoming constraints

- Consider what action would be needed to remove any identified constraints for sites consistent with planning policies, e.g. investment in infrastructure, etc.
- For sites that would need a change in policy, check that the assessment is clear on the change that would be needed. Whether such a change should be made is a matter for the subsequent plan making process and not for the SHLAA.

Stage 7e: Initial conclusions

- Reach initial conclusion for each site assessed on whether it may potentially be suitable for residential use in terms of being capable of being developed for that use, and identify whether development would be consistent with current planning policies or would require a change in policy, and if so, list the specific changes required.
- Rejected sites will be recorded in a suitable way.

Stage 8: Review of the Assessment

- Produce an indicative housing trajectory which includes all sites identified in the SHLAA as having potential for housing with an overall risk assessment of whether sites will come forward as anticipated. The trajectory will deal separately with sites consistent with planning policy and those where a change in policy would be needed. There will be no ranking of sites or any indication of which are preferred which is a policy decision for plan making. The purpose of producing a trajectory as part of the SHLAA is simply to get an overview of potentially deliverable provision through the plan period. The consideration of suitable site options to meet the housing requirement and the decision on which sites should be allocated is for the separate plan making process.
- Guidance says if there are insufficient sites it will be necessary to investigate how shortfall should best be planned – a. identifying broad locations; and/or b. use of a windfall allowance (see below)

Stage 9: Identifying and assessing the housing potential of broad locations (where necessary)

- Guidance describes these as areas where housing is considered feasible and will be encouraged but where specific sites cannot yet be identified. Identifies examples as within and small extensions to settlements, and then major urban extensions, new settlements etc.
- Suggests focusing search by establishing set of criteria e.g. where significant

infrastructure exists or is planned, or to avoid coalescence of settlements, and possibly areas identified earlier in the assessment.

- Not clear at this stage whether this will be needed for South Cambs.

Stage 10: Determining the housing potential of windfall (where justified)

- Consider case for including a windfall allowance (windfall sites are developments which come forward on sites which are not allocated for development).

Appendix 2 - Frequently Asked Questions

South Cambridgeshire Development Plan

Strategic Housing Land Availability Assessment

Call for Sites

Frequently Asked Questions

What is the Strategic Housing Land Availability Assessment?

The Government (through National Planning Guidance known as Planning Policy Statement 3 – Housing (PPS3)) requires each Local Planning Authority to undertake a Strategic Housing Land Availability Assessment, to ensure that evidence on land available for house building is robust.

The Assessment is a key part of the evidence we need for plan making. It is a technical assessment to identify sites that are potentially available, suitable and deliverable for housing development.

What is the Assessment for?

South Cambridgeshire District Council is embarking on a review of its adopted Local Development Framework, which is a suite of documents that set out the planning policies and proposals that guide the development and use of land in the district. The new South Cambridgeshire Development Plan will set the development strategy for the district for the period to 2031 and will, amongst other things, include a target for new housing development based on evidence of local needs and ensure that sufficient suitable, available and deliverable land is allocated for housing to meet those needs. The first stage of the plan making process will be the publication of Issues and Options for consultation in summer 2012. For more information on the preparation of the new plan, see the Council's website at www.scambs.gov.uk/ldf.

The new South Cambridgeshire Development Plan requires a range of studies to be undertaken to provide evidence to help the Council decide on the appropriate issues and options for consultation. A key part of the evidence base is the preparation of a Strategic Housing Land Availability Assessment

How will the Assessment be used?

Once the Assessment has been completed, the Council will then undertake a separate assessment of all the sites that have been identified as potentially being suitable for housing to consider the relative merits of the different sites, including which are the most sustainable sites. This will involve looking at factors such as the sustainability of the location in terms of access to services and facilities and public transport and will include a sustainability appraisal of the various sites to test the most appropriate sites to be included in the Issues and Options consultation.

If a site is identified in the Assessment, does it mean it will be developed?

It must be stressed that the SHLAA is an information gathering exercise.

The identification of sites in the Assessment as having potential for housing does not indicate that a site will be allocated in the South Cambridgeshire Development Plan or that planning permission will be granted for housing development.

It will be for the separate plan making process to decide which sites should be put forward for consultation in the Issues and Options consultation and which should subsequently be allocated in the draft Development Plan.

Why is the Council looking for more housing sites?

The Council needs to carry out a review of its Core Strategy and Site Specific Policies DPDs in order to be able to demonstrate a 15-year supply of deliverable housing land and to provide a strategy more tailored to the period of recovery from the recent recession. The adopted Core Strategy currently covers the period to end of March 2016 and therefore only provides for another 5 years, albeit that the adopted Area Action Plans for major new developments at Northstowe and on the edge of Cambridge do include provision beyond 2016.

Delivery of housing is important in terms of meeting a high level of local housing need, supporting the local economy. The new plan will need to identify an appropriate housing target for South Cambridgeshire for the period to 2031. It will also need to identify an adequate supply of housing land, to demonstrate how the housing target will be delivered.

Will the study decide which sites are the best?

No. The Assessment will not make any comparison between sites identified as potentially suitable – there will be no ranking of sites in the Assessment. Such judgements are plan-making judgements and should be made as part of the evaluation of sites in plan-making rather than in the SHLAA.

What is the Housing Market Partnership?

The Partnership will have an important role in the preparation of the SHLAA and will assist the Council with the assessment of the suitability, availability and deliverability of possible housing sites, by providing advice and commenting on the emerging site assessments. Members of the Partnership are not there to further any individual interest and are there to give an independent view on the approach and site assessments from the broad perspective of the type of organisation they have been appointed to represent. More information on the partnership is available on the Council's website.

Where can I find out more information on the SHLAA?

The Council has prepared a document introducing the assessment, and an outline methodology.

Alternatively information prepared nationally by the Government can be viewed here:

The Government's SHLAA practice guidance:

<http://www.communities.gov.uk/publications/planningandbuilding/landavailabilityassessment>

The Government's Planning Policy Statement 3:

<http://www.communities.gov.uk/planningandbuilding/planningsystem/planningpolicy/planningpolicystatements/pp3/>

The Call for Sites

What kind of sites can be put forward?

The Call for Sites is an opportunity for anyone (e.g. landowners, developers, housing associations, parish councils) to suggest sites for housing or housing-led development to submit those sites to the Council for consideration.

Land can also be suggested through this process specifically for Gypsy & Traveller sites or Travelling Showpeople sites.

Do I need to own the land to suggest it?

No, but you will need to demonstrate that you have the support of the landowner, so that you can demonstrate that the site is available.

How big does my site need to be for it to be considered?

The assessment will consider housing sites with a capacity for a minimum of 10 dwellings or sites of a minimum of 0.25 hectares.

Where can sites be located?

Potential housing sites can be submitted within or immediately adjoining the following settlements:

- *Cambridge*
- *Rural Centres: Cambourne; Fulbourn; Great Shelford and Stapleford; Histon and Impington; Sawston*
- *Minor Rural Centres: Bar Hill; Cottenham; Gamlingay; Linton; Melbourn; Papworth Everard; Waterbeach; Willingham*

- *Group Villages: Balsham; Barrington; Barton; Bassingbourn; Bourn; Castle Camps; Comberton; Coton; Dry Drayton; Duxford; Elsworth; Eltisley; Fen Ditton; Fen Drayton; Fowlmere; Foxton; Girton; Great Abington; Great Wilbraham; Guilden Morden; Hardwick; Harston; Haslingfield; Hauxton; Highfields Caldecote; Little Abington; Longstanton; Meldreth; Milton; Oakington; Orwell; Over; Steeple Morden; Swavesey; Teversham; Thriplow; Whittlesford*

The Assessment will not consider sites in **Infill** villages, which are all other villages in South Cambridgeshire. This is because the Council does not consider that in planning policy terms there is any realistic prospect of sites in the smallest villages in the district, with very limited local services and facilities and lacking for example even a primary school, being suitable for allocation through the plan making process.

Sites can also be put forward for Gypsy and Traveller Sites and Travelling Showpeople Sites through this process. As with previous call for sites for this use, sites will be considered up to 1 kilometre from village development framework boundaries.

Will you consider sites in the Green Belt or outside Development Frameworks?

Given that the Council is at the beginning of the plan making process, the Assessment needs to include sufficient flexibility that it can identify sites that are physically capable of being developed for housing and may potentially be suitable for housing under a variety of different scenarios. The Assessment will therefore not rule out consideration of sites that would be unacceptable against current planning policies, such as sites in the Green Belt or outside a settlement development framework. However, the Assessment will not make any planning policy judgements about whether there is a case for making changes to those planning policies. It will only go as far as identifying that they exist and describing the level of impact the development of the site for housing would have on them, and will not conclude whether or not they should be allocated.

What information do I need to supply?

The [Call for Sites Questionnaire](#) sets out all the information needed in order for a site to be assessed.

When is the deadline for submitting sites?

All completed Call for Sites Questionnaires must be submitted by **12 noon on Friday 29 July 2011**.

What if I don't have all the information you need?

We require a questionnaire to be submitted by the deadline that is substantially complete. However, if you require longer to provide some detailed information, we will accept further relevant information beyond the closing date, where it is helpful to

the assessment and could not reasonably be provided by the deadline. Any such further information should be provided by **9 September 2011**. If the deadlines cause you any problems, please contact the Council's Planning Policy Team to discuss via ldf@scambs.gov.uk or 01954 713183.

What happens next?

The Assessment will be published when consultation begins on the South Cambs Development Plan in Summer 2012.

Will I be kept informed of progress?

If you submit a site you will be notified when the study is published and when the development plan consultation begins.

How can I find out more information or get help?

Please contact the Council's Planning Policy Team to discuss via ldf@scambs.gov.uk or 01954 713183.

Where do I send my completed form?

Wherever possible the Call for Sites Questionnaire should be submitted electronically to ldf@scambs.gov.uk, however the form can be submitted by post to the address on the Questionnaire.

Appendix 3 - The Call for Sites Questionnaire

South Cambridgeshire Development Plan Strategic Housing Land Availability Assessment Call for Sites Questionnaire

IMPORTANT INFORMATION:

Please complete a **separate questionnaire for each site** being submitted for consideration. Please provide as much information as possible.

This questionnaire may be used to put forward sites for **residential or residential-led development** for consideration through the Council's plan making process. It may also be used to put forward land specifically for **Gypsy and Traveller sites or sites for Travelling Showpeople**.

Land for Exceptions Sites for 100% affordable housing is not being considered through this process. The Council remains keen to explore options for Exceptions Sites to meet local housing needs. Please contact Schuyler Newstead (Housing Development & Enabling Manager) on 01954 713332 or schuyler.newstead@scambs.gov.uk if you have land you wish to put forward for this important form of housing.

There is no need to complete a questionnaire for sites that are already allocated in the adopted Local Development Framework or have planning permission for housing. The availability and delivery of those sites will be assessed separately in consultation with the landowner/promoter.

For sites to be considered, the **questionnaire MUST be completed**.

Please **only submit sites** that meet the following criteria:

- The site is capable of being allocated for 10 dwellings or more and is at least 0.25 hectares.
- The site is either:
 - o a strategic scale of development, e.g. urban extension to Cambridge or major village expansion; or
 - o located within or immediately adjoining a Rural Centre, Minor Rural Centre or Group Village (as defined in the Core Strategy 2007). Please note the Council's position regarding Group villages as set out in the Call for Sites document.
- Land specifically for Gypsy and Traveller sites will be considered within 1 kilometre of a settlement development framework boundary.

The SHLAA is a **technical assessment** of the potential capability of a site to provide housing. Which sites are allocated in the South Cambridgeshire Development Plan

(the review of the adopted Core Strategy, Site Specific Policies and the Development Control Policies Development Plan Documents) will be a matter determined through the separate plan making process beginning with Issues and Options consultation in Summer 2012.

If you need any assistance completing the form, please contact the Planning Policy Team via ldf@scambs.gov.uk or 01954 713183.

Wherever possible the questionnaire should be **submitted electronically** to ldf@scambs.gov.uk.

If you are sending **large electronic files**, please be aware of the Council's e-mail size limit of 10 Mb. If you are submitting large files, please submit them on a CD by post.

If you **do not have access** to the internet, you can submit the form **by post** to:

Jo Mills, Corporate Manager - Planning and New Communities
South Cambridgeshire District Council
South Cambridgeshire Hall
Cambourne Business Park
Cambourne
Cambridge
CB23 6EA

Please send this form to arrive by 12 noon on Friday 29 July 2011.

We require a questionnaire to be submitted by the deadline that is substantially complete. However, we recognise that for some detailed information, it may be difficult to provide it by the 29 July deadline. We will therefore accept further relevant information provided beyond the closing date where this is helpful to the assessment and could not reasonably be provided by the deadline. Any such further information should be provided by **9 September 2011**.

If the deadlines cause you any problems, please contact the Council's Planning Policy Team to discuss via ldf@scambs.gov.uk or 01954 713183.

Data Protection and Freedom of Information

South Cambridgeshire District Council processes personal data collected in accordance with the Data Protection Act 1998. The purposes for collecting this data are to contact you to: acknowledge receipt of this questionnaire, seek further information regarding the answers provided in this questionnaire (where necessary), and invite you to make comments on the Council's Local Development Framework documents.

Information contained in submitted questionnaires will be kept on a database and may be made available for public viewing through the preparation and publication of

the Strategic Housing Land Availability Assessment and may require public disclosure, in accordance with the Freedom of Information Act 2000. By submitting this questionnaire you are agreeing to these conditions.

Disclaimer

The assessment of potential housing sites through the Strategic Housing Land Availability Assessment process and the identification of sites with the potential for housing does not indicate that planning permission will be granted for housing development, or that the sites(s) will be allocated for housing in the Council's Local Development Framework (LDF).

For office use only:

Representor Number:	SHLAA Site Number:
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YOUR CONTACT DETAILS

Title: **First Name:** **Last Name:**

Organisation (if applicable):

Address:

Postcode:

Telephone Number:

Email:

Status (please tick all that apply):

Landowner

Developer

Land Agent

Registered Provider (Housing Association)

Planning Consultant

Other, please indicate:

SITE OWNERSHIP

If you are not the landowner, please provide the details of all landowners:

(if there are more than two landowners, please provide the contact details of the additional landowners on a separate sheet)

LANDOWNER 1:

Title: **First Name:** **Last Name:**

Organisation (if applicable):

Address:

Postcode:

Telephone Number:

Email:

LANDOWNER 2:		
Title:	First Name:	Last Name:
Organisation (if applicable):		
Address:		
Postcode:	Telephone Number:	
Email:		

If you are not the landowner, please confirm the landowner(s) has been informed of this submission:	<input type="checkbox"/> Yes
	<input type="checkbox"/> No
Does the landowner(s) support the submission? If yes, please provide evidence of their support e.g. a letter.	<input type="checkbox"/> Yes
	<input type="checkbox"/> No
	<input type="checkbox"/> Don't know
Are there any issues that would prevent officers of the Council undertaking a site visit unaccompanied? A site visit will be required to enable a full assessment of the site. Site visits will be conducted unaccompanied wherever possible.	<input type="checkbox"/> Yes
	<input type="checkbox"/> No
If necessary, please provide details of the person to be contacted to arrange access to the site or for an accompanied site visit:	
Title:	First Name: Last Name:
Organisation (if applicable):	
Address:	
Postcode:	Telephone Number:
Email:	

SITE DETAILS
Site Address:
Site Area: hectares
Site Map: Please provide a scale map showing at least two named roads, any surrounding buildings and the direction of north. It is recommended that the scale is either 1:1250 or 1:2500 or as appropriate to fit a map no larger than paper size A3. The site for consideration should be clearly edged in red and should include all land necessary for the proposed development (e.g. access, visibility splays, landscaping). Any other land in the same ownership close to or adjoining the site for consideration should be clearly edged in blue.
WITHOUT A MAP WE WILL NOT BE ABLE TO CONSIDER THE SITE.

CURRENT AND MOST RECENT USE
What is the current use of the site?
If the site is developed but not currently in use, what was the last use of the site and when did it cease?

THE PROPOSAL
Description of your proposed development:
How many dwellings do you think could be provided within your proposal?
If your proposal is for a Gypsy & Traveller site or a site for Travelling Showpeople, how many pitches / plots do you think could be provided?
Does your proposal include any non-residential uses? If yes, please indicate which:
<input type="checkbox"/> Employment <input type="checkbox"/> Commercial uses e.g. pub <input type="checkbox"/> Retail <input type="checkbox"/> Outdoor recreation e.g. public open space, allotments <input type="checkbox"/> Community uses e.g. village hall, doctors <input type="checkbox"/> Other, please indicate:
What assumptions have you made about the above uses and why?

SITE DESIGNATIONS & CONSTRAINTS	
Are you aware of any constraints affecting the site? If so, describe to the best of your ability the extent of the constraint and whether it can be addressed or mitigated to enable the site to be suitable for development:	Have you attached any additional evidence?
Existing Local Development Framework designations [refer to the Adopted Proposals Map: www.scambs.gov.uk/ldf/adoptedproposalsmap] e.g. allocated for development, Green Belt, relationship to settlement development framework, Minerals & Waste designations. Yes: <input type="checkbox"/> (please give details) No: <input type="checkbox"/> Details:	

SITE DESIGNATIONS & CONSTRAINTS	
<p>Are you aware of any constraints affecting the site? If so, describe to the best of your ability the extent of the constraint and whether it can be addressed or mitigated to enable the site to be suitable for development:</p>	<p>Have you attached any additional evidence?</p>
<p>Heritage, environmental and wildlife designations and constraints e.g. Conservation Area, Listed Buildings, County Wildlife Sites, Tree Preservation Orders, public rights of way, landscape and townscape character.</p> <p>Yes: <input type="checkbox"/> (please give details) No: <input type="checkbox"/></p> <p>Details:</p>	
<p>Contaminated land and pollution e.g. hazardous / polluted ground conditions, hazardous installations, air quality, noise issues.</p> <p>Yes: <input type="checkbox"/> (please give details) No: <input type="checkbox"/></p> <p>Details:</p>	
<p>Topographical and ground conditions e.g. site levels, drainage, flood risk.</p> <p>Yes: <input type="checkbox"/> (please give details) No: <input type="checkbox"/></p> <p>Details:</p>	

SITE DESIGNATIONS & CONSTRAINTS	
<p>Are you aware of any constraints affecting the site? If so, describe to the best of your ability the extent of the constraint and whether it can be addressed or mitigated to enable the site to be suitable for development:</p>	<p>Have you attached any additional evidence?</p>
<p>Infrastructure and Access constraints e.g. site access from the highway, capacity of utilities (mains water supply, mains sewerage, electricity supply, gas supply), presence of utilities e.g. pylons.</p> <p>Yes: <input type="checkbox"/> (please give details) No: <input type="checkbox"/></p> <p>Details:</p>	
<p>Legal and ownership constraints e.g. covenants, tenancies, ransom strips.</p> <p>Yes: <input type="checkbox"/> (please give details) No: <input type="checkbox"/></p> <p>Details:</p>	

Any other constraints affecting the site	
Yes: <input type="checkbox"/> (please give details) No: <input type="checkbox"/>	
Details:	

DEVELOPMENT OPPORTUNITIES / BENEFITS

What opportunities / benefits can your development provide and how will these be delivered? e.g. public transport improvements, ecological / environmental enhancements, community facilities, recreation provision. (Please note: This information will be used as part of the separate consideration of the suitability of a site in planning policy terms through the plan making process and will not form part of the SHLAA.)

AVAILABILITY

Is the site available immediately?

'Available' is defined as: the site is controlled by a housing developer who has expressed an intention to develop or the landowner has expressed an intention to sell. Yes No

If no, why not? e.g. is there an existing use on the site?

If not immediately, when could the site become available for development? e.g.

when is the earliest the current use of the site could cease?	2011-16	2016-21	2021-26	2026-31
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Has the site been marketed?

Has there been interest in the site from a developer?

DELIVERABILITY

When could the first dwellings be completed on site?

	2011-16	2016-21	2021-26	2026-31	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Where known, please give details of possible phasing and dwelling completions:	2011-16	2016-21	2021-26	2026-31	2031+

To the best of your knowledge, are there market or cost factors, which could affect delivery of the site? e.g. economic viability of the proposed use, market demand in the location, site preparation costs, infrastructure costs, planning obligations (affordable housing, education contributions, etc), adjacent uses.

How could any issues be overcome?

ADDITIONAL INFORMATION

Is there any other factual information regarding the potential development of the site that we should be aware of?