

CALDERDALE LOCAL PLAN

SITE ALLOCATIONS ASSESSMENT METHODOLOGY STATEMENT

APPENDIX 10 – AVAILABILITY LETTER

Calderdale Metropolitan Borough Council

2018

Availability Letter

Our Ref: LPXXXX
Your Ref:
Please Contact: Philip Dawes
Telephone: 01422 393366
E-mail: spatial.planning@calderdale.gov.uk
Date: 16 February 2017



www.calderdale.gov.uk

Economy and Environment

Spatial Planning
Westgate House
Halifax
HX1 1PS

Dear Sir/Madam

CALDERDALE LOCAL PLAN SITE ALLOCATIONS **Survey to determine land availability of site LPXXXX**

Calderdale Council is currently preparing its Local Plan. One of the aspects of the Local Plan is the allocation of land for new housing and employment development.

The Council is required to show that the sites included in the Local Plan are available and will come forward for development in the Plan period (2016-2031), i.e. the landowner is willing to sell the site to a developer or develop the land themselves. As a result, information is required about the availability of those sites.

The Council has a large database of identified sites based on information provided by both individuals and organisations and from surveys it has carried out previously. These sites have been going through an assessment process in recent months and subsequently, it is considered that the site attached shows potential as a New Housing Site/New Employment Site/Mixed Use Site.

You have received this letter as you own land within the boundary shown on the attached map. We have written to all parties who own land within the site, including individual home owners. Existing properties are expected to remain as they are, unless you wish for your land to be considered for development.

Enclosed with this letter is a short questionnaire and plan relating to land we understand is in your sole or part ownership according to details supplied by the 'Call for Sites submission' or the Land Registry. Could you please take the time to complete this questionnaire and return it to the Council in the pre-paid envelope provided. A response by **Monday 6 March 2017** is requested in order to prevent delays in the preparation of the Local Plan.

An electronic copy of the questionnaire is available by email. If you wish to use this method, please email spatial.planning@calderdale.gov.uk.



Richard Seaman
Service Lead - Planning

We will be using the information you provide to determine whether to include the site as a housing or employment allocation in the Local Plan. The next draft of the Local Plan will be published in the Spring, during which time you will have the opportunity to comment further, including whether the availability of the land has changed. The final draft of the Local Plan is scheduled for publication in Autumn/Winter 2017. Adoption of the Local Plan is scheduled for October - December 2018.

Should you have any queries regarding the questionnaire please do not hesitate to contact either:

Philip Dawes (tel. 01422 393366; email philip.dawes@calderdale.gov.uk)

Robert Rose (tel. 01422 392238; email robert.rose@calderdale.gov.uk)

I look forward to hearing from you and thank you in advance for any information you may supply to assist the Council in the preparation of its Local Plan.

Yours faithfully,

Philip Dawes

Planning Officer
Spatial Planning

CALDERDALE LOCAL PLAN	
Site Allocations	
Land Availability Questionnaire	

1.	Current site details – our records
LP Ref:	LPXXXX
Site Address:	
Councils Proposed Use:	

2.	Intentions
Are you the sole owner of this site? Yes <input type="checkbox"/> No <input type="checkbox"/>	
If no, please provide the names of any other owners below (continue on a separate sheet if necessary):	
Is the site available for development? Yes <input type="checkbox"/> No <input type="checkbox"/>	
If you do not intend to develop the above site, please explain why. For example, a desire to continue existing use or site constraints.	
If you own part of the site, are the other owners in agreement for this site to be put forward for development? Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown <input type="checkbox"/>	
Do you agree with the councils proposed use for the site? Yes <input type="checkbox"/> No <input type="checkbox"/>	
If "No", is it your intention to develop or market the above site for:	
Housing <input type="checkbox"/> Employment <input type="checkbox"/> Other <input type="checkbox"/>	
If other please specify:	
Please indicate the broad predicted timescale for commencement of the development?	
1-7 years <input type="checkbox"/> 8-12 years <input type="checkbox"/> 13-17 years <input type="checkbox"/> 18+ years <input type="checkbox"/>	
Please indicate why the development of the site may be delayed.	
If known, please give an indication of the earliest start date on site and the earliest date of completion (of the first unit).	
If you have any comments on the site boundary please indicate on the map enclosed.	

Continued overleaf

3. Constraints		
Please indicate any known constraints to developing the site:		
Constraint:		Specify action and timescale required to address the constraint:
Access	<input type="checkbox"/>	Is land owned by anyone other than yourself required to access the site? Yes <input type="checkbox"/> No <input type="checkbox"/> (Please mark on the map the way you intend to access the site)
Adjacent Uses	<input type="checkbox"/>	
Contamination	<input type="checkbox"/>	
Covenants	<input type="checkbox"/>	
Flooding	<input type="checkbox"/>	
Pylons	<input type="checkbox"/>	
Restrictive Covenants	<input type="checkbox"/>	
Rights of Ways	<input type="checkbox"/>	
Topography	<input type="checkbox"/>	
Other – Please Specify (Please continue overleaf if necessary)	<input type="checkbox"/>	

4. Contact Details	
Please complete your contact details below: (An email address and/or phone number will help to speed up the allocation process)	
Company	
Name	
Address	
Email	
Telephone	
If an agent is to represent you, would you prefer any future correspondence to go through them? Yes <input type="checkbox"/> No <input type="checkbox"/> Please provide details of your agent below:	
Company	
Name	
Address	
Email	
Telephone	

5. Returning information	
Thank you for taking the time to complete this questionnaire. Please sign and date this form below and return in the enclosed pre-paid envelope, including the map if you have made any annotations.	
Alternatively send to: Calderdale Council, Economy & Environment Directorate, Planning Services Westgate House, HALIFAX, HX1 1PS or spatial.planning@calderdale.gov.uk	
Signature:	Date:
Please return no later than Monday 6 March 2017	

Our Ref: LP
Your Ref:
Please Contact:
Telephone:
E-mail:
Date:

Regeneration and Strategy

Spatial Planning
Westgate House
Halifax
HX1 1PS

Dear Sir/Madam,

CALDERDALE LOCAL PLAN

As you will now be aware, Calderdale Council is currently preparing its Local Plan. At an Extraordinary Council meeting on 21st June 2018, it was agreed that the Publication Draft of the Local Plan (comprising the Local Plan Written Statement and Policies Map) is published alongside the other proposed submission documents for public consultation.

Following Council approval, the Publication Draft of the Local Plan was published on 10th August 2018, with the period for representations closing on 24th September 2018. The Council cannot make further changes to the Plan before submission to the Government, however all comments received will be presented to the Inspector appointed by the Secretary of State to undertake the Public Examination. All documents can be found on our website – www.calderdale.gov.uk/localplan.

One of the key aspects of the Local Plan is the allocation of land for new housing, employment and mixed use development. You have received this letter as you own land within a Garden Suburb in the Submission Draft Local Plan (extent of site shown on attached plan).

The information provided previously through the 'Call for Sites' submission, consultation process and/or the availability questionnaire has been recorded. It is necessary however to obtain up to date information regarding the site.

A key focus of the Examination is likely to be the deliverability of allocated sites. For each site, the site assessment process identified constraints and site specific considerations; these can be found in Appendix 1 (Site Allocation - Supporting Information). It would greatly assist officers if you can provide as much up to date information as possible, such as timescales for development of the site, housebuilder interest, and whether issues such as third party land constraints can be overcome.

Enclosed with this letter is a questionnaire and plan relating to land we understand is in your sole or part ownership. Could you please take the time to complete this questionnaire and return it to the Council? A response is required prior to the close of the consultation on **24th September 2018**.

Please note, return of the questionnaire does not constitute formal representations on the Local Plan. If you wish to comment on the soundness or legal compliance then you will

need to make a formal representation. Furthermore, if you have additional information which supports the allocation of the site (and is beyond the scope of this questionnaire), please submit this during the consultation period as part of your formal representation. Please visit the website for information on how to do this.


Please return the questionnaire to spatial.planning@calderdale.gov.uk, or to the address overleaf. If you have received this correspondence by post and you wish to receive an electronic copy of the questionnaire please email the above address.

Should you have any queries regarding the questionnaire please do not hesitate to contact a member of the Spatial Planning Team on 01422 392238.

I look forward to hearing from you and thank you in advance for any information you may supply to assist the Council in the Examination of the Local Plan.

Yours faithfully,

Planning Officer
Spatial Planning

CALDERDALE LOCAL PLAN	
Site Allocations	
Questionnaire	

1.	Current site details – our records
LP Ref:	
Site Address:	
Councils Proposed Use:	

2.	Intentions
<p>Is the site available for development as a New Housing Site? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If you do not intend to develop the above site for the use proposed, please explain why. For example, a desire to continue existing use or site constraints.</p>	
<p>Please indicate the broad predicted timescale for commencement of the development?</p> <p>2018/19 - 2022/23 <input type="checkbox"/> 2023/24 - 2027/28 <input type="checkbox"/> 2028/29 - 2032/33 <input type="checkbox"/> 2033 - <input type="checkbox"/></p>	
<p>Please indicate why the development of the site may be delayed, for example, overcoming constraints.</p>	
<p>If known, please give an indication of an anticipated timescale for the submission of a planning application.</p>	
<p>If known, please set out the likely delivery timescales/build out rates for the site.</p>	

3.	Housebuilder Interest
<p>Please advise whether you have entered into an agreement with a housebuilder in relation to the development of the site. Yes <input type="checkbox"/> No <input type="checkbox"/></p>	
<p>If you have entered into an agreement, please explain the nature of this agreement and provide the details of the housebuilder.</p>	

4.	The Site Boundary
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It is important that the site boundary is correct. If you have any comments on the site boundary please indicate on the map enclosed, and/or briefly describe below.

5.	Contact Details
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Please complete your contact details below:

(An email address and/or phone number will help to speed up the allocation process)

Company	
Name	
Address	
Email	
Telephone	

If an agent is to represent you, would you prefer any future correspondence to go through them?

Yes ☐ No ☐ Please provide details of your agent below:

Company	
Name	
Address	
Email	
Telephone	

6.	Returning information
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Thank you for taking the time to complete this questionnaire. Please sign and date this form below and return to us, including the map if you have made any annotations.

Alternatively send to: Calderdale Council, Planning Services, Town Hall, Crossley Street, Halifax, HX1 1UJ, or spatial.planning@calderdale.gov.uk

Signature:	Date:
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