

Appendix 8 'Call for Sites' proforma



For Office Use Only

Local Plan Site Ref:.....
Date Received:.....
UCS Site Ref:.....
NLUD Site Ref:.....

CALDERDALE LOCAL PLAN SITE SUBMISSION FORM

- The Council will process any personal information that you provide on this form in accordance with the Data Protection Act 1998 and for the purpose of preparing the Calderdale Local Plan (Please refer to notes for additional information).

1. Site Details – Please attach a map (Scale 1:1250 preferred – or at least 1:2500) showing the precise boundaries of the site.

Address				
Town				
Postcode				
OS Grid Reference	Easting		Northing	
Size Hectares / Acres				
Is the site Previously Developed Land?	Yes <input type="checkbox"/>	No <input type="checkbox"/>		
To your knowledge, has the site been subject to any previous planning applications in the last 3 Years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>		
If yes, please supply the application reference number(s)				

2. Your Details

	Your Details	Agents Details (if applicable)
Name		
Address		
Town		
Postcode		
Telephone		
Email		

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3.Site Ownership		
Are you the Sole / Part owner of the site?	Sole <input type="checkbox"/>	Part <input type="checkbox"/>
If Part Owner, please list the other owners names. (if more than 3 please continue on a separate sheet)	Owner 1 Owner 2 Owner 3
OR: I do not know who owns the site.	<input type="checkbox"/>	If so, please give details of your interest in the site:
Are all the owners aware of the submission?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

4. Current Use	
What is the current use of the site?	

5. Adjacent Uses	
Please indicate the adjacent uses of the site. If housing, please indicate the existing housing types.	

6. Potential Future Use		
What is the preferred future use of the site?		
6.1 Potential Capacity		
If the preferred use is housing, please indicate the potential capacity of the site.	Number	Type
6.2 Potential Mix of Uses		
If Mixed Use, please indicate the % or floorspace (Sq. Metres) of the different uses.		

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7. Development Constraints			
Please indicate any known constraints to developing the site		Action required to address the constraints	Likely Timescales
Access	<input type="checkbox"/>		
Topography	<input type="checkbox"/>		
Flooding	<input type="checkbox"/>		
Pylons	<input type="checkbox"/>		
Infrastructure / Services	Gas <input type="checkbox"/>		
	Electric <input type="checkbox"/>		
	Water <input type="checkbox"/>		
	Drainage <input type="checkbox"/>		
Contamination	<input type="checkbox"/>		
Restrictive Covenants	<input type="checkbox"/>		
Rights of Way	<input type="checkbox"/>		
Adjacent uses	<input type="checkbox"/>		
Other – Please Specify <i>Please continue on a separate sheet</i>			

8. Site Availability			
Is the site available to develop immediately?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
If No, please indicate the likely timescale before it becomes available			

9. Marketing Interest	
Is there market interest in the site?	Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown <input type="checkbox"/>
If yes, what has been the nature of the interest?	

10. Any Other Information
Please supply any further information concerning the site (including photographs) on additional sheets.

The completed form, maps and any accompanying sheets should be submitted to: - Calderdale MBC, Spatial Planning, Westgate House, Halifax, HX1 1PS or via email to spatial.planning@calderdale.gov.uk.

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NOTES ACCOMPANYING 'SITE SUBMISSION FORM'

Purpose of the exercise

- To enable all interested parties including landowners and developers to inform the Council of potential development sites in order to produce an evidence base of sites to draw on during preparation of the Local Plan.
- The front loading process does not have a specified end date but the earlier the sites are received the greater the opportunity for the Council to consider them during the preparation of the Local Plan.

PROPOSING A SITE AT THIS STAGE DOES NOT NECESSARILY MEAN THAT IT WILL BE ALLOCATED IN THE LOCAL PLAN. THE CHOICE OF SITES TO BE SELECTED FOR INCLUSION IN THE LOCAL PLAN WILL NOT BE MADE UNTIL LATER IN THE PLAN MAKING PROCESS AND IN FULL CONSULTATION WITH THE COMMUNITY AND STAKEHOLDERS.

Type of Site to be put forward

- Sites capable of any land use including housing, employment, commercial, leisure, retail or a mix of these.
- At this stage there is no restriction on the location or size of site in order that as many potential sites as possible are identified. Whilst planning policy designations remain important, at this stage a "policy neutral" stance is being adopted since such designations may change as the Local Plan progresses. This will ensure a comprehensive evidence base for the Local Plan.
- If submitting multiple sites please use a separate form for each.

Information To Submit

- **Completed form** - the information required should be self-explanatory but any queries should be addressed to the Spatial Planning Team on 01422 392385 or by email to spatial.planning@calderdale.gov.uk. Please include as much information as possible in order to assist with the assessment of the site.
- **Site plan** - all sites must be accompanied by an Ordnance Survey based location plan preferably at 1:1250 scale or at least 1:2500 scale which shows the direction of North. This plan must clearly show the boundaries of the site edged in red.
- Please continue on separate sheets if necessary.

Receipt of Forms by the Council

Please note for the evidence gathering stage that receipt of the submitted forms will not be formally acknowledged by the Council.

The Council will not sell, assign, or rent your personal information to any other external organisation or individual, nor use your personal information for marketing purposes.

All written material held by the Council may be considered for release under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 unless falling under a statutory exemption or exception.