

Swale Strategic Land Availability Assessment/ Brownfield Land Register



Guidance Notes for completing the 'Call for Sites' proforma

The Council is preparing a Brownfield Land Register and widening its Strategic Land Availability Assessment beyond identifying potential housing sites, to also include sites for travellers, employment, retail, tourism, leisure or a mix of these uses.

The SLAA will identify potential sites, development capacity and constraints. It will also identify any actions that may be needed to realistically overcome the identified constraints in order to make sites available, suitable and viable for development. If land is identified as having potential, this does not imply that it will be allocated for development.

How to submit a site

Please use the attached 'Call for Sites' proforma to suggest sites that you think Swale Borough Council should consider for development.

In completing your form, please:

- submit sites that could accommodate 5 or more dwellings, or measure 0.25 hectares or greater in size
- indicate whether your site is greenfield or previously developed land (brownfield)
- use a separate form for each site - additional forms may be downloaded from <http://www.swale.gov.uk/current-consultations/>
- submit sites that are likely to become available for development or redevelopment before 2036, and identify an anticipated timescale for development
- Attach a site plan - of an appropriate scale - outlining the precise boundaries of the whole site and the area suitable for development (if this is less than the whole). Without this mapped information we will be unable to register your submission
- Complete the form as comprehensively as possible.

If you have any queries regarding your site or the assessment itself please contact the Local Plans team at Swale Borough Council 01795 417376.

Please return this form to:

Gill Harris, Spatial Planning Manager
Swale Borough Council, Swale House
East Street, SITTINGBOURNE
Kent ME10 3HT

or

planningpolicy@swale.gov.uk

Please note:

The information submitted using this proforma will form part of the Local Plan evidence base, and will therefore be publicly available.

Swale Strategic Land Availability Assessment/ Brownfield Land Register 'Call for Sites' Proforma

For official use only:

Reference _____

Received _____

Acknowledged _____

- This form should only be completed for sites that could accommodate 5 or more dwellings or are 0.25 hectares or greater in size.
- Please complete the form clearly and legibly.
- You must give your name and address for your comments to be considered.
- You must attach a site plan - of an appropriate scale - showing the precise boundaries of the whole site and the area suitable for development
- This form should be sent to the Local Plans team at Swale Borough Council

DATA PROTECTION STATEMENT AND FREEDOM OF INFORMATION ACT 2000

The information collected in this response form will be used by Swale Borough Council to inform the Strategic Land Availability Assessment and subsequent components of the Local Plan, for example, land allocations. By signing and dating below you are accepting this statement and giving permission for Swale Borough Council to hold your details on our database. Please address any questions or requests regarding our data processing practices to planningpolicy@swale.gov.uk. Please note that forms that are not signed and dated will not be accepted.

1. Your details

Title and name	
I am a:	<input type="checkbox"/> Agent <input type="checkbox"/> Applicant <input type="checkbox"/> Developer <input type="checkbox"/> Landlord <input type="checkbox"/> Occupier <input type="checkbox"/> Tenant <input type="checkbox"/> Full Landowner <input type="checkbox"/> Partial Landowner <input type="checkbox"/> Other (please specify)
Company/Organisation	
Contact address	
Contact telephone number	
E-mail address	
Representing (if applicable)	
Signed:	Dated:

2. Site Address

Site address			
Site postcode (Insert grid ref. if not available)	Postcode	Easting	Northing
What is the estimated area of site? (hectares)			
Are you the Sole owner?	Yes <input type="checkbox"/>		
	No – please list all land owners		
Please attach a map (at 1:1250 scale or other appropriate scale) outlining the precise boundaries of the whole site and the part that may be suitable for development (if this is less than the whole). Without this mapped information we will be unable to register your submission.			

3. Market Interest: Please choose the most appropriate category below to indicate what level of market interest there is in the site.

Site is owned by a developer	<input type="checkbox"/>	Comments:
Site under option to a developer	<input type="checkbox"/>	
Enquiries received	<input type="checkbox"/>	
Site is being marketed	<input type="checkbox"/>	
None	<input type="checkbox"/>	
Not known	<input type="checkbox"/>	

CURRENT AND POTENTIAL USE

4. What is the current use of the site?

Please tick all that apply:

Housing
 Employment
 Retail
 Tourism
 Leisure

Vacant or derelict (please state historic use) % of site coverage

Brownfield % of site coverage

Greenfield % of site coverage

Other (please state)

5. Do you think the site would be viable for the following types of development?

Please tick all that apply:

- Housing
 Employment
 Retail
 Tourism
 Leisure
 Other (please state)

6a. For proposed residential uses:

How many dwellings do you think could be realistically provided on this site? (taking full account of site constraints and surrounding uses and character?)

_____ dwellings

What type of dwellings? (for travellers, please see below)

- Houses Flats Bungalows
 Houseboats Residential Park Homes
 Mixed, please give details

Would the site provide affordable housing?

- Yes No
 If Yes, what percentage? %

Traveller sites – please state number of pitches if the site is proposed for this use

_____ pitches

Specialist residential uses – please give details if the site is proposed for any other type of residential use, e.g. specialist accommodation for the elderly, self-build, live/work units

6b. For proposed employment uses:

How many business units could be provided on the site?

What floor space could be accommodated in total (sq m)?

What type of employment could be accommodated?

Office

General industrial

Storage / distribution

6c. For proposed retail, leisure, tourism, community facilities or other uses:

Please give further details if the proposed use is to contain any of these components. Please include details of floorspace.

6d. For proposed waste facilities, energy generation or minerals:

Please give further details if the proposed use is to contain any of these components.

Please note, we will follow up with a request for further details for any proposed waste or minerals sites.

PHASING**7. Please indicate below how many dwellings or how much floorspace you estimate will be completed within each time period:**

		Housing (No. of units)	Employ- ment (Sq. metres)	Retail (Sq. metres)	Tourism (Sq. metres)	Leisure (Sq. metres)	Other (please state)
Within the next 5 years (April 2017 – March 2022)	Year 1 (April 2017 – March 2018)						
	Year 2 (April 2018 – March 2019)						
	Year 3 (April 2019 – March 2020)						
	Year 4 (April 2020 – March 2021)						
	Year 5 (April 2021 – March 2022)						
6-10 years (April 2022 – March 2027)							
11-15 years (April 2027 – March 2032)							
16-20 years (April 2032 – March 2037)							
20 years + (April 2037+)							

8. To the best of your knowledge, are there any constraints that may affect development on the site? Please provide brief details, including whether any technical studies have been undertaken to inform your understanding:

	Please tick:	Do you believe the constraints on site can be overcome? If so, please explain how and by when:
Access		
Contamination		
Impact on Air Quality Management Area		
Detrimental impact on Historic Park		
Detrimental impact on Landscape		
Detrimental impact on Townscape		
Cables, pylons, electricity lines, oil pipelines and gas		
Flood Zone		
Hazards		
Highway		
Impact on Residential Amenity		
Sewerage / Drainage		
Topography / Adverse Ground		
Water		
Ownership Issues		
Legal Issues		
Infrastructure/utility requirements		
Market viability		
Other considerations		

9. Utilities

Are any of the following utilities available to the site?

Mains water	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
Mains sewerage	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
Electricity	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
Gas	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
Telephone Lines	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
Broadband	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>

Have you consulted any infrastructure providers regarding provision of utilities to the site?

Yes No If yes, please provide further details below:

SURVEY AND OTHER ISSUES

10. In identifying such a site you are giving permission for an officer of the Council to access the site in order to ascertain site suitability. In this context would there be any access issues to the site?

11. If yes, please provide contact details of the person who should be contacted to arrange a site visit.

12. Do you know of any other relevant issues that we should be aware of?

* Please return this form, together with a site plan - of an appropriate scale - that clearly identifies the site's location and boundaries by **Friday 15 September 2017** to:

Gill Harris
Spatial Planning Manager
Swale Borough Council, Swale House,
East Street, SITTINGBOURNE, Kent ME10 3HT
email: planningpolicy@swale.gov.uk