

Chichester District Council

Housing and Economic Land Availability Assessment

Site Submission Form



Please ensure that you read the following notes before responding

What is a HELAA?

Chichester District Council is undertaking a review of the Housing and Economic Land Availability Assessment (HELAA) to identify and assess sites that may have potential to accommodate future housing and economic development. The HELAA is part of the evidence base used to identify sites for housing, employment and other uses to inform the preparation and development of options for the spatial strategy of the Chichester Local Plan Review document and meet the District's future requirements, and it will also inform the five-year supply of deliverable housing land.

This call for sites exercise will also inform the review of the Council's Brownfield Land Register.

To support this, the Council is:

- Inviting sites to be submitted for housing and economic development use; and
- Requesting that all information on previous SHLAA/HELAA sites, which are still available, is updated.

What types of land uses are being assessed?

Housing: This includes sites suitable for general needs housing (i.e. for the open market). The council is also interested in sites suitable in whole or part for:

- Affordable housing;
- Supported housing or accommodation for older people;
- Student accommodation;
- Sites with potential for Gypsies and travellers or travelling showpeople; and
- Mixed use sites.

Economic development: This includes sites suitable for offices or business premises/light industrial (use class B1), land for industrial sites (use class B2) or warehousing (use class B8) and other economic development uses including retail, leisure and recreation facilities, and public and community uses.

Where and what sort of sites are we looking for?

The site must be located within Chichester District, excluding the area covered by South Downs National Park. Proposed sites should also be suitable and available for development.

If you would like to submit a site or sites then the assessment will consider all sites and broad locations capable of delivering:

- housing development with six or more homes; or
- economic development on sites of 0.25ha (or 500m² of floorspace) and above.

What to do next?

If you have previously identified a site to the Council (e.g. in response to an earlier 'Call for Sites' or the Chichester Local Plan Issues & Options consultation) we would request that you let us know whether the site is still available, and if there has been any changes to the information previously submitted. If we do not hear from you, we will assume that the site is no longer available.

Please complete and submit the following information:

- A separate Site Submission Form for each individual site, providing as much information as possible in each entry;
- Please also attach a clear Ordinance Survey map for each individual site at a scale of 1:1250 or 1:2500 showing the boundaries of the site outlined in red; and
- Where applicable, please include the previous HELAA reference.

The Site Submission Form(s) and map(s) must be returned to us by Friday 28 September 2018 by:

- email to: planningpolicy@chichester.gov.uk
- post to: Planning Policy, Chichester District Council, East Pallant House, 1 East Pallant, Chichester, West Sussex, PO19 1TY

What happens next?

Site information will be used to inform the review of the HELAA 2018 which is available on the Council's website www.chichester.gov.uk.

Disclaimer

Please note that the HELAA is a technical study and not a policy document. The Council's assessment of the deliverability and developability of sites for housing or economic development through the HELAA process does not indicate that it will be allocated in the Chichester Local Plan Review or imply that the Council will grant planning permission for any specific development proposal in the future.

Data Protection Act 1998 and Freedom of Information Act 2000

The information collected from this form will be used by Chichester District Council to inform the assessment and subsequent components of the Chichester Local Plan Review document. Ultimately a report will be published on the Council's website. Submissions cannot be treated in confidence. By returning the Site Submission Form you are accepting that the information within it will be in the public domain. The Council will not however publish personal information such as telephone numbers, e-mail addresses or private addresses on its website or in hard copy format. Such information may however be disclosed pursuant to a request made under the Freedom of Information Act 2000, by returning this form you confirm that you agree to this and accept responsibility for your comments.

Site Submission Form

Contact Details			
I am the (check as appropriate):	Landowner: <input type="checkbox"/>	Agent: <input type="checkbox"/>	Developer: <input type="checkbox"/>
	Planning Consultant: <input type="checkbox"/>	Town or Parish Council: <input type="checkbox"/>	Registered Social Landlord: <input type="checkbox"/>
	Other (please specify):		
Name:		Organisation:	
Address:			
Postcode:			
Telephone:		Email:	

Landowner Details (if different to above)	
Name:	Organisation:
Address:	
Postcode:	
Telephone:	Email:

Data Protection and Freedom of Information	
Data is collected by Chichester District Council as data controller in accordance with the data principles in the Data Protection Act 1998.	
I agree that Chichester District Council can hold the contact details and related information enclosed. I understand that this data may be disclosed in accordance with the Freedom of Information Act.	
Signed:	Date:
Please note that forms that are not signed and dated will not be accepted.	

Site Details		
Site Address:		
Gross site area (ha):	HELAA ref (if known):	
Net site area (ha):	Floor space (economic uses):	
Current use(s) of site:	Surrounding land use(s):	
Is the site (check the appropriate box):	Greenfield	<input type="checkbox"/>
	Brownfield	<input type="checkbox"/>

Proposed Uses			
Housing development (please tick all that apply)			
Housing (C3 use)	<input type="checkbox"/>	Plots for self-build	<input type="checkbox"/>
Residential institutions (C2 use)	<input type="checkbox"/>	Student accommodation	<input type="checkbox"/>
Older people	<input type="checkbox"/>	Gypsy, travellers and travelling showpeople	<input type="checkbox"/>
Indication of potential capacity (number of units)			
Indication of dwelling types (mix)			
Indication of tenure (market/affordable/starter homes)			
Anticipated density (dwelling per hectare)			
Economic development (please tick all that apply)			
A1 (Retail)	<input type="checkbox"/>	B1 (Business)	<input type="checkbox"/>
A2 (Financial and Professional Services)	<input type="checkbox"/>	B2 (General Industrial)	<input type="checkbox"/>
A3 (Restaurants and Cafes)	<input type="checkbox"/>	B8 (Storage and Distribution)	<input type="checkbox"/>
A4 (Drinking Establishments)	<input type="checkbox"/>	C1 (Hotels)	<input type="checkbox"/>
A5 (Hot Food Takeaways)	<input type="checkbox"/>	D1 (Non-residential Institutions)	<input type="checkbox"/>
Mixed Use	<input type="checkbox"/>	D2 (Assembly and Leisure)	<input type="checkbox"/>
Indication of proposed floor space (Please specify floor area for each proposed use)			

Suitability

Please identify if any part of the site is (please tick all that apply):

Special Protection Area	<input type="checkbox"/>	Scheduled Ancient Monument	<input type="checkbox"/>
Special Area of Conservation	<input type="checkbox"/>	Flood Zone 3b	<input type="checkbox"/>
Ramsar Site	<input type="checkbox"/>	Ancient Woodland	<input type="checkbox"/>
Site of Special Scientific Interest	<input type="checkbox"/>	Local Green Space	<input type="checkbox"/>
Historic Parks and Gardens	<input type="checkbox"/>	Sites of Nature Conservation Importance	<input type="checkbox"/>

To the best of your knowledge, are there any constraints which may prevent or constrain development?
(Please provide brief details including how they could be mitigated)

Constraint	Yes	Mitigation Required
Access issues (limitations or problems relating to site access)	<input type="checkbox"/>	
Contamination / Pollution (unsuitable ground conditions, previous hazardous uses)	<input type="checkbox"/>	
Flood risk (liability of site to flooding)	<input type="checkbox"/>	
Heritage assets (listed building, conservation area, archaeological sites)	<input type="checkbox"/>	
Nature conservation (protected species, wildlife sites, nature reserves)	<input type="checkbox"/>	
Physical constraints (topography, ground conditions, trees, other)	<input type="checkbox"/>	
Utilities infrastructure (gas, water, telecommunications)	<input type="checkbox"/>	
Other (please specify)	<input type="checkbox"/>	

Availability		
What is your / your client's interest in the land?	Sole Owner	<input type="checkbox"/>
	Part Owner	<input type="checkbox"/>
	Lessee Option	<input type="checkbox"/>
	Option holder / conditional contract	<input type="checkbox"/>
	Other (please specify):	
<p>If you are not the owner, or the site is in multiple ownership, please provide the name(s), address(es) and contact details of all owners.</p> <p>(Please continue on a separate sheet if necessary, and indicate on the site plan the extent of individual land holding(s))</p>		
Have the owners of all parts of the site indicated support for development the site?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
Is there a housebuilder/developer(s) involved in the site?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
<p>If Yes, please specify: (If more than one, please give details of each)</p> <ul style="list-style-type: none"> Name of company Nature of legal interest in the land 		
Do you know of any ownership or legal constraints which may affect the development of the site? (Please tick all that apply)	Unresolved multiple ownership	<input type="checkbox"/>
	Ransom strips	<input type="checkbox"/>
	Tenancies	<input type="checkbox"/>
	Covenants	<input type="checkbox"/>
	None	<input type="checkbox"/>
	Other (please specify):	
Please provide details of how the above constraints can be overcome? (Please continue on a separate sheet if necessary)		

Achievability		
Is the site currently being marketed?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
Is the site owned by a developer?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
Is the site under options to a developer?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
When could the site be developed?	Within 5 years	<input type="checkbox"/>
	Within 6-11 years	<input type="checkbox"/>
	Within 11-15 years	<input type="checkbox"/>
	Beyond 15 years	<input type="checkbox"/>
Once work has commenced, how many years do you think it would take to complete the site?		
Are there any viability issues which could affect the development? (If yes, please give details)		
If any constraints / factors have been identified, are they likely to affect the achievability / timing of the development?	None	<input type="checkbox"/>
	Contamination	<input type="checkbox"/>
	Demolition	<input type="checkbox"/>
	Flood Mitigation	<input type="checkbox"/>
	Ground Condition	<input type="checkbox"/>
	Infrastructure	<input type="checkbox"/>
	Other (please specify):	

Access to the site - Site Assessment	
Are there any issues that which would prevent officers of the Council undertaking a site visit unaccompanied? If the site can be seen from public vantage points there may be no need for site access. <i>(please give details)</i>	

Please provide any additional information you think may be helpful to the Council in its consideration of this site for development. Please also use this section if you require more space to respond to any of the earlier questions.