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|  | **South Downs National Park Authority**  **Housing and Economic Land Availability Assessment**  **Site submission and Update Form** |

This form should be used to submit, or update information on, potential development land to the South Downs National Park Authority for consideration in future assessments of housing and economic land availability, including as an entry on the brownfield land register. Information can be submitted at any time, however sites will only be assessed at the time when the Authority updates its published Housing and Economic Land Availability Assessment (HELAA) (which will replace the Strategic Housing Land Availability Assessment or SHLAA) and/or brownfield register.

More information on the SHLAA / HELAA and brownfield register can be found at <http://www.southdowns.gov.uk/localplan>.

* Please complete as many parts of the form as possible
* **A map is required at a suitable scale, showing the boundary of the site accurately**

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| **Your details** | |
| **Name of proposer** |  |
| **Organisation (if applicable)** |  |
| **Agent details (if applicable)** |  |
| **Status (what is your/your client’s interest in the land?)** |  |
| **Main contact address** |  |
| **Main contact telephone number** |  |
| **Main contact email** |  |
| **Alternative contact details if applicable\*** |  |

**\*** It is helpful to have the landowner’s direct contact details if available/applicable

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| **Site details** | |
| **Site address/location (include as much detail as possible)** |  |
| **Has this site previously been submitted as a SHLAA site? If yes, please provide the site name and site reference number (if known)** |  |
| **Site area (hectares)** |  |
| **Is the site previously developed land?\*** |  |
| **What is the current use of the site?** |  |
| **To your knowledge, has the site been subject to any planning application, prior notification procedure, or pre-application enquiry?**  **If yes, please provide details including planning references.** |  |

**\*** The NPPF defines previously developed land as “Land which is or was occupied by a permanent structure, including the curtilage of the developed land (although it should not be assumed that the whole of the curtilage should be developed) and any associated fixed surface infrastructure. This excludes: land that is or has been occupied by agricultural or forestry buildings; land that has been developed for minerals extraction or waste disposal by landfill purposes where provision for restoration has been made through development control procedures; land in built-up areas such as private residential gardens, parks, recreation grounds and allotments; and land that was previously-developed but where the remains of the permanent structure or fixed surface structure have blended into the landscape in the process of time.”

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| **Site development proposals - residential** | |
| **What type(s) of residential development would you envisage (houses, flats, care home, gypsy/traveller pitches, etc.)? Please state approximate proportion of each type, if known.** |  |
| **How many dwellings / units would you envisage on the site?** |  |

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| **What proportion of dwellings/units would be affordable housing? Please give details as appropriate.\*** |  |

**\*** The South Downs Local Plan defines affordable housing as “Housing provided to eligible households whose needs are not met by the market. Eligibility is determined based on local incomes and local house prices.” Examples of affordable housing are social rented, affordable rented and intermediate housing.

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| **Site development proposals – other uses** | |
| **Provide a description of the type(s) of non-residential development would you envisage (offices, workshops, light industrial units etc.)?** |  |
| **Please provide approximate amount of each development type (measured in square metres)** |  |

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| **Ownership** | |
| **Are you (or is your client) the landowner? (answer ‘yes’/’no’)** |  |
| **If ‘no’, please name the owner(s) or state if the owner(s) are unknown** |  |
| **If you are not the owner, please give details of your interest in the land.** |  |
| **Are you the sole or part owner of the land? If you are a part owner, please name the other owners and your relationship to them.** |  |

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| Availability | |
| **Please indicate, to the best of your knowledge, when the site will be available for development (taken from the time the site is submitted)** | Within 1 – 5 years |
| Within 6 – 10 years |
| Within 11-15 years |
| 16 years or longer |

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| **Possible constraints to development** | |
| **Please consider the following potential issues and advise if you are aware of any that relate to the submitted site and, if possible, outline what could be done to overcome these constraints, and impact on timing of on-site delivery?** | |
| **Landscape and environmental constraints** (Initial indication only – these types of constraints will need careful assessment in relation to all sites.) |  |
| **Access difficulties** (e.g. lack of road frontage or physical obstructions) |  |
| **Topography or ground conditions** (steep slopes etc.) |  |
| **Flooding & drainage issues** |  |
| **Legal issues / covenants** (ransom strips, multiple ownership) |  |
| **Infrastructure deficiencies** |  |
| **Contamination / hazards** |  |
| **Other** |  |

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| **Additional information** |
| **Please outline why you consider the site is suitable for housing, and provide any additional information which may assist in the site assessment.** |
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| **Officer site visit** | |
| **A planning officer may require access to the site to undertake an assessment. The site visit does not need to be accompanied by the landowner unless this is required for reasonable access to the site, or specifically requested by the landowner or their representative. Please provide necessary details below.** | |
| **Is an accompanied site visit necessary / requested? (answer ‘yes’/’no’)** |  |
| **Contact details for arranging site visit** |  |
| **Are there any obstacles to gaining access on a site visit? Please give relevant details** |  |

**disclaimer**

The assessment process and outputs do not allocate sites for development or guarantee their inclusion on the brownfield register. In seeking the submission of sites for development, the National Park Authority is making no commitment in respect of which sites will be allocated or included on the brownfield register. The allocation of sites will be determined through either the South Downs National Park Local Plan or neighbourhood development plans. The identification of potential development sites does not imply that planning permission would be granted.

**data protection statement**

The information collected in this response form will be used by the National Park Authority, as part of its public task, to inform the Housing and Economic Land Availability Assessment and subsequent local plan-making processes, and in addition the brownfield sites register. By responding you are accepting the information within your response regarding the sites and their locations, may be made available to the public. Any personal information provided (names, addresses, phone numbers, email addresses or other contact details) will not be made public. Your personal information may be passed to other formally constituted plan making bodies (such as a parish council) where such bodies are using the evidence base for the purposes of their plan making. Please let us know if you do not wish for your information to be shared in this way.

You may ask us to remove your personal data from the register at any time. To do this please contact the South Downs Planning Policy team using the details below.

Further details on how we manage your information, including your rights under the GDPR, are available in our Privacy Notice <https://www.southdowns.gov.uk/national-park-authority/transparency/privacy-statement-2/>

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| **Print name:** |  | **Date:** |  |

**Please return this form to:**

[planningpolicy@southdowns.gov.uk](mailto:planningpolicy@southdowns.gov.uk)

or

Planning Policy Team

South Downs National Park Authority

South Downs Centre

North Street

Midhurst

West Sussex

GU29 9DH

**For further information, please see the SHLAA webpage at:** <http://www.southdowns.gov.uk/localplan>