

Call for Sites including Brownfield Land Register

The Council needs your help to identify areas for development across the Borough to deliver new proposals for our local communities. We welcome landowners, agents and developers to put forward sites to be assessed for future development.

Site submissions and their assessment will be published in our annual Strategic Housing and Employment Land Availability Assessment (SHELAA), available here: www.staffordbc.gov.uk/strategic-housing-land-availability-assessment-shlaa1

It is the applicant's responsibility to keep the Council informed of any change of circumstances or changes to contact details. The Council will periodically contact everyone who has previously submitted a site to ensure they still wish for their land to be considered as part of the Local Plan process. If the Council cannot get in contact with you, this may result in your site being removed.

Submitting a Site

The Council will only accept sites that are above the following thresholds:

- For housing developments, sites must be able to accommodate 5 or more dwellings
- For economic development, sites must be over 0.25 hectares (or 500 square metres of net additional floorspace)

Sites submitted below these thresholds will be rejected and not included in the process.

If you wish to submit a site, please provide as much information as possible on the following form. You will need to complete one form for every site you are submitting.

You must provide an up-to-date map showing the precise boundaries of the site in its entirety and the part that you are proposing for development clearly outlined, preferably in red. Without this mapped information we are unable to register the site.

This form has three parts to complete:

- Part A: Personal details
- Part B: Site details
- Part C: Brownfield Land Register (only applicable for some sites)

Completed forms can be submitted by email to:
strategicplanningconsultations@staffordbc.gov.uk

Or returned via post to: Strategic Planning, Stafford Borough Council, Civic Centre, Riverside, Stafford, ST16 3AQ

How your submission will be used

We will acknowledge receipt of your submission and may contact you for further information if required. Additionally, we will fully consider responses for the next stage of the plan-making process, although the Council will not engage through individual correspondence. Details of submitted sites will be included in the Strategic Housing and Employment Land Availability Assessment (SHELAA) and Brownfield Land Register (where applicable) which are updated and published annually.

Your comments and information relating to the submitted site, such as site address and size, will be published as part of the SHELAA and Brownfield Land Register, but your personal information, such as your name, postal address and email address will not be published.

Protecting Your Privacy

We believe you should always know what data we collect from you and how we use it, and that you should have meaningful control over both. As part of our ongoing commitment to transparency, and in relation to current data protection legislation, we have updated our Privacy Policy.

Stafford Borough Council are the data controller and you can find information about how we handle your personal data by visiting www.staffordbc.gov.uk/call-sites-submissions-how-we-use-your-personal-information and if you have any queries or would like to unsubscribe from receiving information then please contact strategicplanningconsultations@staffordbc.gov.uk

Part A - Personal Details

Name:

Address (including postcode):

Phone number:

Email address:

Where an agent has been appointed to promote the site, please provide the following details.

Agent name:

Company name (where relevant):

Agent address (including postcode):

Agent phone number:

Agent email address:

I am:

- | | | | |
|--------------------------|----------------------------------|--------------------------|----------------------------|
| <input type="checkbox"/> | Owner of the site | <input type="checkbox"/> | Parish Council |
| <input type="checkbox"/> | Planning Consultant / Land Agent | <input type="checkbox"/> | Amenity / Community Group |
| <input type="checkbox"/> | Developer | <input type="checkbox"/> | Registered Social Landlord |

Other (please specify):

I (or my client):

- Is the sole owner of the site
- Is a part owner of the site
- Does not own (or hold any legal interest in) the site whatsoever

Please provide a copy of the title plan or deeds for the site alongside this submission, to enable the Council to confirm you own the land ownership you are providing in this submission. If you cannot or have not provided a copy, please explain why.

If you do not provide a copy of the title plan or deeds and have provided no explanation as to why not, you will be contacted and asked to provide the information.

If you are not the owner, or own only part of the site, do you know who owns the site or its other parts? Please provide details:

Does the owner (or other owners) support future development on the site?

- Yes
- No
- Unsure

Part B - Site Details

Site name:

Grid reference (if known):

Site area (hectares):

Current land use:

Type of Site:

- Greenfield
- Brownfield
- Mixed

If brownfield or mixed, please provide the approximate area that is brownfield and number and type of buildings currently on site:

Please indicate what level of market interest there is / has recently been in the site:

- | | |
|--|---|
| <input type="checkbox"/> Site is owned by a developer | <input type="checkbox"/> Enquiries received |
| <input type="checkbox"/> Site is under option to a developer | <input type="checkbox"/> Site is being marketed |
| | <input type="checkbox"/> None / Not know |

Please provide any further details:

Please indicate the approximate timescale when the site would be available for development:

- | | |
|---|--|
| <input type="checkbox"/> Immediately | <input type="checkbox"/> 10 - 15 years |
| <input type="checkbox"/> Within 5 years | <input type="checkbox"/> Beyond 15 years |
| <input type="checkbox"/> 5 - 10 years | |

Please provide any further details. If you have indicated that the site is not immediately available, please explain why:

Please provide details of any relevant planning history for the site (including planning application numbers):

Proposed Site Use

Please provide details of the proposed use of the site in the following section.

Are you promoting the site for residential development?

Yes

No

If yes, please select from the below list the proposed housing types (tick all that apply):

Market housing

Sheltered homes

Affordable housing

Residential institutions with care (C2 use)

Self-build

Gypsy and traveller pitches

Starter homes

Live / work units

Other, please specify:

If known, please provide an estimate of the number of dwellings that could be delivered on the site:

Are you promoting the site for employment development?

Yes

No

If yes, please select from the below list the proposed employment use (tick all that apply):

Offices

Shops / retail

General Industrial or storage
and distribution

Food / drink establishments

Leisure

Other, please specify:

If known, please provide details of the proposed floorspace (in square metres) for each use that could be delivered on the site:

Site suitability

The Council needs to know if the site is or likely to be affected by any of the following constraints. This will be checked against the information the Council holds internally, so if you are unsure on any point this is not an issue.

Additional land is required to deliver the site:

- Yes
- No
- Unsure

Current use / user needs to be relocated:

- Yes
- No
- Unsure

Site is located in the Green Belt:

- Yes
- No
- Unsure

Site is designated as Green Infrastructure or Local Green Space:

- Yes
- No
- Unsure

The site contains designated open space or playing fields:

- Yes
- No
- Unsure

The site contains Tree Preservation Orders (TPOs):

- Yes
- No
- Unsure

A Public Right of Way (PRoW) crosses or adjoins the site:

- Yes
- No
- Unsure

The site contains a Site of Biological Importance:

- Yes
- No
- Unsure

The site is designated as a RAMSAR or Special Area of Conservation (SAC):

- Yes
- No
- Unsure

The site is within the Cannock Chase National Landscape (previously known as the Area of Outstanding Natural Beauty; AONB):

- Yes
- No
- Unsure

The site contains a Historic Environment Record:

- Yes
- No
- Unsure

The site is located within a Conservation Area:

- Yes
- No
- Unsure

The site contains Listed Buildings:

- Yes
- No
- Unsure

The site has contaminated land or stability issues:

- Yes
- No
- Unsure

The site contains utilities infrastructure (such as pylons, gas pipelines etc.):

- Yes
- No
- Unsure

The site has a landfill or historic landfill present:

- Yes
- No
- Unsure

The site is located within Flood Zones 2 or 3:

- Yes
- No
- Unsure

Please provide any relevant information of potential measures that could be implemented to address any of the above that you have answered yes to:

Further to the above, if the site contains either of the following, please provide additional information.

Existing trees or other landscape features are present:

Ecological features or areas of biological importance:

Please tell us which of the following utilities are available to the site, tick all that are known to be available:

- | | |
|---|--|
| <input type="checkbox"/> Mains water supply | <input type="checkbox"/> Gas supply |
| <input type="checkbox"/> Mains sewerage | <input type="checkbox"/> Public highway |
| <input type="checkbox"/> Electricity | <input type="checkbox"/> Landline telephone / internet |

Other, please specify:

I am unsure if any of the above are available to the site

Does the site have a suitable access point to allow for future development?

Yes

No

Unsure

If yes, please provide details

Other Relevant Information

Please use the space below for additional information or further explanations on any of the topics covered in this form.

If you wish to submit any further information to support this submission, please email this to strategicplanningconsultations@staffordbc.gov.uk and provide the site name submitted on this form as the reference.

Part C - Brownfield Land Register

The Council is required to publish a Brownfield Land Register of previously developed sites that are potentially suitable for residential development. Any sites submitted which contain brownfield land will be assessed for inclusion in the Brownfield Land Register. For further details on the Brownfield Land Register please see: www.staffordbc.gov.uk/brownfield-land-register

Brownfield land or Previously Developed Land is defined in the National Planning Policy Framework (NPPF) as:

“Land which has been lawfully developed and is or was occupied by a permanent structure and any fixed surface infrastructure associated with it, including the curtilage of the developed land (although it should not be assumed that the whole of the curtilage should be developed). It also includes land comprising large areas of fixed surface infrastructure such as large areas of hardstanding which have been lawfully developed.”

The following will not be considered as Brownfield land or Previously Developed Land:

- Land that is or was last occupied by agricultural or forestry buildings
- Land developed for minerals extraction
- Land developed for waste disposal by landfill
- Land in built-up areas such as residential gardens, parks, recreation grounds and allotments
- Land that was previously developed but where the remains of the permanent structure or fixed surface structure have blended into the landscape

Sites must also be:

- Suitable and available for residential development
- Larger than 0.25 hectares
- Or capable of supporting at least 5 dwellings

On this basis, do you think the site you are submitting is suitable for inclusion on the Council’s Brownfield Land Register?

Yes

No

If yes, please provide details as how the requirements have been met:

The Strategic Planning team will review all submissions for inclusion in the Brownfield Land Register to determine whether the requirements have been met to allow for the site to be included. If successful, the site will be added to the next update of the Brownfield Land Register.

Confirmation

Please read the following statements which you are confirming and agreeing to by signing and submitting this form:

- I confirm that to the best of my knowledge the information submitted is correct.
- I am happy for this site submission to be included in the next Strategic Housing and Employment Land Availability Assessment (SHELAA) Update and Brownfield Land Register (where applicable).
- I confirm that it is my responsibility to keep the Council informed of any changes to the site or contact details and if the Council cannot contact me in future this may result in my site being removed.

Signature:

Date:

The Strategic Planning team will contact you if your submission is unsuccessful, if there are any issues with your submission or if further information is required.