

**Wyre Forest District Brownfield Land Register**

**Site Submission Form**

This form should be completed to suggest sites that you think should be considered by Wyre Forest District Council for their Brownfield Land Register.

Please complete this form as fully as possible and return it to the address below with a map clearly showing the location of the site.Please complete a separate form for each site. Completed forms should be sent by email or post as detailed below. If you have any questions about the form, please contact Planning Policy on 01562 732928.

Email: [planning.policy@wyreforestdc.gov.uk](mailto:planning.policy@wyreforestdc.gov.uk)

Post: Planning Policy, Wyre Forest House, Finepoint Way, Kidderminster, Worcestershire DY11 7WF

**Site Criteria for Brownfield Land Register**

Sites will only be considered for the Brownfield Land Register that meet the following criteria:

* The land has an area of at least 0.25 hectares or is capable of supporting at least 5 dwellings;
* The land is suitable for residential development;
* The land is available for residential development;
* Residential development of the land is achievable within 15 years of site entry date; and
* The land is previously developed land, as defined in the NPPF.

***Previously developed land:*** *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 was last occupied by agricultural or forestry buildings; land that has been developed for minerals extraction or waste disposal by landfill, where provision for restoration has been made through development management procedures; land in built-up areas such as 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.*

The sites submitted to us which meet the definition of previously developed land will be assessed to check their suitability, availability, achievability and deliverability. We may need to contact you for additional information. Sites listed within the Brownfield Land Register are expected to be subject to the approval of further details prior to development taking place. If details of a site are provided it doesn’t automatically mean that it will be added to the register or granted planning permission in the future.

**Data Protection**

**How we will use your personal information**

The information you provide will be used by Wyre Forest District Council to inform the Council’s Brownfield Land Register and Local Plan Review. Information will be shared with other Council employees within the Economic Prosperity and Place Directorate who may be involved with the process. The purpose for collecting this data are: 1) to assist and inform the Brownfield Land Register; 2) To support the preparation of the Local Plan Review and any other Development Plan documents, including Neighbourhood Plans; 3) To contact you, if necessary, regarding the answers given on this form. Please note that the Council is required to make information about potential sites available publically as part of the Brownfield Land Register, and any Freedom of Information Requests we may receive in accordance with the Freedom of Information Act 2000.

If there are any changes to your personal details or the site information following submission to us please let us know so we can maintain an up-to-date record of data. We also need to know if a site is no longer available so we can remove it from our Brownfield Land Register. Should you have any further queries please contact the Planning Policy Team at [planning.policy@wyreforestdc.gov.uk](mailto:planning.policy@wyreforestdc.gov.uk)

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| DECLARATION | |
| Submission of Information:  I understand that the information contained in my submission may be made available for public viewing through the preparation of the Brownfield Land Register and acknowledge that I have read and accept the information in the Data Protection disclaimer above.  I agree that Wyre Forest District Council can hold the personal and site information provided on this form and understand that it will be used in accordance with the details set out above.  **Note: Submission of forms that are not signed and dated will not be accepted.** | |
| Name of person  completing this form: |  |
| Signature of person  completing this form: |  |
| Date form completed: |  |

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| YOUR DETAILS |  | | | | | |
| Name |  | | | | | |
| Position |  | | | | | |
| Organisation  (if applicable) |  | | | | | |
| Email |  | | | | | |
| Telephone |  | | | | | |
| Address |  | | | | | |
| Postcode |  | | | | | |
| Status | The Landowner | | | A Developer | | |
| A Registered Social Housing Provider |  |  | A Planning Consultant |  |  |
| A Land Agent | | | A Resident | | |
| Other (please specify) | | | | | |
| If acting on behalf of landowner / developer, please provide client name and  address details: | | | | | |

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| SITE DETAILS | | | |
| Site address |  | | |
| Postcode (if known) |  | | |
| Site size of whole site  (hectares) |  | | |
| Site size of developable  area (hectares) |  | | |
| Grid reference (if known) | Easting (x):  Northing (y): | | |
| Current land use(s) |  | | |
| Historic Land use(s) |  | | |
| Adjacent land use(s) |  | | |
| Is site an existing HELAA  site? | If yes, please provide HELAA Ref: | | |
| Planning history  Has the site ever been subject to a planning application? If so, please provide details |  | | |
| To ensure the land meets  the definition of previously developed land, please confirm the following by ticking all the boxes where you believe the statements are fulfilled. | The land is or was occupied by a permanent structure | | |
| The land is within the curtilage of a permanent structure and does  not include any land that isn’t curtilage land. | | |
| The land is not or has not been occupied by agricultural or forestry buildings. | | |
| The land is not a formal minerals or waste disposal site with restoration conditions. | | |
| The land is not a residential garden, park, recreation ground or  allotment in a built up area. | | |
| The land may have been previously developed but the remains of  the permanent structure have not blended into the landscape in the process of time. | | |
| PROPOSED USE (Mark with an ‘x’ as appropriate and provide details) | | | |
| Residential | |  | |
| Other (please specify, including  floorspace area in sqm) | |  | |
| SITE OWNERSHIP | | | Mark with ‘x’ as appropriate |
| I (or my client) ... | | Is sole owner of site |  |
| Owns part of site |  |
| Do not own site |  |
| If you are not the owner, or only own part of the site, do you know who owns the site or the remainder of it (please provide details)? | | | |
| Does the owner (or other owners) support your proposals? | | | |

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| NUMBER OF DWELLINGS/TIMESCALES | | | | | | | | | | | | | |
| How many dwellings do you estimate could be built?  (State minimum and maximum numbers) | | | | | | | | | | Minimum: | | | Maximum: |
| When is the site likely to  be developed? | | Within 5 years | | | | Within 5-10  years | | | | 10-15 years | | | Beyond 15 years |
|  | | | |  | | | |  | | |  |
| What type / mix of  dwellings would you provide? | | 4 or more  bedrooms | | | | 3 bedrooms | | | | 2 bedrooms | | | 1 bedrooms |
| House / bungalow | |  | | | |  | | | |  | | |  |
| Flat | |  | | | |  | | | |  | | |  |
| Other | |  | | | | | | | | | | | |
| Is there scope for  custom build / self- build? | | Yes | | | | No | | | | Don’t know | | | |
| MARKET INTEREST | | | | | | | | | | | | | |
|  | Yes | | | No | Comments | | | | | | | | |
| Site is owned by  developer/operator |  | | |  |  | | | | | | | | |
| Site is under option to  developer/operator |  | | |  |  | | | | | | | | |
| Enquiries received |  | | |  |  | | | | | | | | |
| Site is being marketed |  | | |  |  | | | | | | | | |
| None |  | | |  |  | | | | | | | | |
| UTILITIES/INFRASTRUCTURE | | | | | | | | | | | | | |
|  | | | Yes | | | | | No | | | | Unsure | |
| Mains water supply | | |  | | | | |  | | | |  | |
| Mains sewerage | | |  | | | | |  | | | |  | |
| Electrical supply | | |  | | | | |  | | | |  | |
| Gas supply | | |  | | | | |  | | | |  | |
| Public highway | | |  | | | | |  | | | |  | |
| SUITABILITY ISSUES | | | | | | | | | | | | | |
| Question | | | | | | | Yes | Part | No | | Comments | | |
| Does the site suffer from any physical  constraint (eg. Topography, access, severe slope, tree cover etc.)? | | | | | | |  |  |  | |  | | |
| Is the site subject to flooding? | | | | | | |  |  |  | |  | | |
| Is the site affected by bad neighbour uses  (power lines, railway, major highway, heavy industry)? | | | | | | |  |  |  | |  | | |
| Could the site be contaminated? | | | | | | |  |  |  | |  | | |
| Are there any hazardous substances on or  near to site? | | | | | | |  |  |  | |  | | |
| Is vehicular access to site possible? | | | | | | |  |  |  | |  | | |
| Are there any policy and/or environmental  constraints that affect site? e.g. Heritage asset, Conservation Area, Green Belt, Nature Conservation, PRoW, other (please specify) | | | | | | |  |  |  | |  | | |
| Could interventions be made to overcome any  constraints? | | | | | | |  |  |  | |  | | |
| Additional comments about site suitability | | | | | | |  | | | | | | |

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| AVAILABILITY ISSUES | | | | | | | | |
|  | Yes | Part | No | | | Comments | | |
| Is the land in other ownership which needs to  be acquired before development can proceed? |  |  |  | | |  | | |
| Are there any legal/ownership constraints  which may delay site development? (eg. Covenants, Ransom strips) |  |  |  | | |  | | |
| Is the site owned by a developer or is the  owner willing to sell? |  |  |  | | |  | | |
| Please indicate timescale for site availability | Immediately | | | | | Up to 5 years | | |
| 5 – 10 years | | |  |  | 10 – 15 years |  |  |
| Plus 15 years | | | | |  | | |
| If the site is not available now please state  why |  | | | | | | | |
| Please provide additional information if necessary | | | | | | | | |

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| ACHIEVABILITY ISSUES | | | | |
|  | Yes | Part | No | Comments |
| Is the site located within an area used for the  same purpose as that proposed? |  |  |  |  |
| Are there any known abnormal development  costs? (eg. Contamination, demolition, access) |  |  |  |  |
| Are there any current uses which need to be  relocated? |  |  |  |  |
| Does the site require significant infrastructure  investment before development can proceed? |  |  |  |  |
| Are there any other issues which may  influence the economic viability of the development? |  |  |  |  |
| If you answered yes to any of above please provide further information | | | | |

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| OTHER ISSUES | |
| Is there any other information regarding this site that would be useful for us to be aware of? |  |
| Please detail any additional information you are  submitting alongside this Call for Sites Form  (e.g. Maps, Photographs, or illustrative layouts) |  |
| We will need access to the site to undertake a  site visit. Site visits will be conducted unaccompanied wherever possible, but if there is anything on site that could prevent us from gaining access or harm our safety please let us know. If an unaccompanied site visit is not possible then please provide contact details of who we can arrange a site visit with. |  |

**Thank you for completing this form**

**How to return form**

Please return completed form to either the following email or postal address:-

Email: [planning.policy@wyreforestdc.gov.uk](mailto:planning.policy@wyreforestdc.gov.uk)

Post: Planning Policy, Wyre Forest House, Finepoint Way, Kidderminster, Worcestershire, DY11 7WF

**Please attach a map clearly identifying 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 are unable to register the site.**