

Appendix 2 – Call For Sites Forms



Strategic Housing and Economic
Land Availability Assessment
(SHELAA)
Call for Sites 2017








Site Assessment Form - FOR ELECTRONIC COMPLETION

Introduction

This form is designed to collect a comprehensive level of detail for a full site assessment and we do not expect you to be able to complete every part. Please just provide as much information as possible. As a minimum we require: Landowner/Agent contact details, proposed development type for consideration, Ordnance Survey location map illustrating the site boundary and agreement of Data Protection, Freedom of Information and Disclaimer Statement. **The deadline to submit a site is Friday 6th October 2017**

Completing the Form

- A Guidance Note is available to download to support completion.
- Tick Boxes and Open cells  allows you to input your information.
- This symbol  indicates helpful information.
- A  symbol indicates when guidance is available in the Guidance Note.
- Where a tick box function does not offer you your desired selections please proceed to answer in the relevant space marked:  
- The 'Any Further Comments' box is available for further information.

Submitting the Form

- Please use a separate form for each site.
- Anonymous proposals cannot be accepted, as we will need to be able to contact you in the future. You may wish to use an agent (e.g. planning consultant, solicitor, estate agent, family member, etc.) to submit proposals on your behalf.
- You can submit your Site Assessment Form and OS Map containing the site boundary by email to land@richmondshire.gov.uk
- Alternatively, you can return by post to: Community Development, Richmondshire District Council, Mercury House, Station Road, Richmond, North Yorkshire, DL10 4JX

Site Criteria

- The site should be capable of accommodating the type of development proposed.
- Housing sites should be capable of delivering 4 or more dwellings.
- Sites must be located within Richmondshire District outside of the Yorkshire Dales National Park.

Call for Sites Webpage

To visit the dedicated Call for Sites webpage please click [here](#)

Call for Sites: Site Assessment Form FOR ELECTRONIC COMPLETION



1. Land Owner Details [REQUIRED]		(Office Use) Site Ref:
Primary Contact for Communication <input type="checkbox"/>		
Name		
Contact Address		
Telephone Number		
Email Address		
G Site Ownership Statement		
Ownership & Control <i> (Number of owners/controllers of the site, type of owner/controller please describe etc...)</i>	No. of Owners/Controller	Type of Owner/Controller
	<input type="checkbox"/> Single <input type="checkbox"/> 2 or 3 <input type="checkbox"/> 4 or 5 <input type="checkbox"/> 6 or more	<input type="checkbox"/> Private Land Owner <input type="checkbox"/> Developer <input type="checkbox"/> Public Authority <input type="checkbox"/> Other <input type="checkbox"/> Mixture
Where applicable, please provide name(s) and address(es) of other owners		

2. Agent Details [REQUIRED]	
Primary Contact for Communication <input type="checkbox"/>	
Name	
Company/Agent	
Contact Address	
Telephone Number	
Email Address	

3. Form Structure & Check List			
1. Land Owner Details [REQUIRED]	<input type="checkbox"/>	11. Heritage	<input type="checkbox"/>
2. Agents Details [REQUIRED]	<input type="checkbox"/>	12. Ecology & Biodiversity	<input type="checkbox"/>
3. Form Structure & Checklist	<input type="checkbox"/>	13. Site Appraisal	A. Availability <input type="checkbox"/>
4. Site Info' & Location [REQUIRED]	<input type="checkbox"/>		B. Suitability <input type="checkbox"/>
5. Site Area & Housing Potential	<input type="checkbox"/>		C. Achievability <input type="checkbox"/>
6. Land Use & Planning	<input type="checkbox"/>		D. Economic Viability <input type="checkbox"/>
7. Site & Surrounding Features	<input type="checkbox"/>	14. Any Further Comments (Optional)	<input type="checkbox"/>
8. Infrastructure	<input type="checkbox"/>	15. Ordnance Survey (OS) Map with Site Boundary. [REQUIRED]	<input type="checkbox"/>
9. Access & Accessibility	<input type="checkbox"/>		
10. Flood Risk	<input type="checkbox"/>	16. Mandatory [REQUIRED]	<input type="checkbox"/>

4. Site Information & Location [REQUIRED] (Office Use) Site Ref:

Site Address	
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G	Has this site been included within a previous Call for Sites?	
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Previous Site Reference (If known)	
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Has the Site Boundary Changed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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G	Is the site: <input type="checkbox"/> Within the settlement boundary? <input type="checkbox"/> Adjacent to the settlement boundary? <input type="checkbox"/> Open countryside?
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Please indicate which use(s) you would like us to consider for the site	<input type="checkbox"/> Housing <input type="checkbox"/> Economic Development <input type="checkbox"/> Retail & Leisure <input type="checkbox"/> Community Facilities <input type="checkbox"/> Other
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5. Site Area & Housing Potential (where relevant)

G	Total Estimated Area (Hectares)	Entire Site Area	
		Likely Developable Area	

G	Estimated Capacity (Housing – no. of homes, All others – floorspace & no. of units/premises)	Housing	
		Economic Development	
		Retail & Leisure	
		Community Facilities	
		Other	

6. Land Use & Planning

G	Existing Use(s)
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Land Type	Greenfield <input type="checkbox"/>	Brownfield <input type="checkbox"/>	Combination <input type="checkbox"/>
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G	↳ Greenfield	Grassland	<input type="checkbox"/>	Other, please specify:
		Arable	<input type="checkbox"/>	
		Woodland	<input type="checkbox"/>	
		Open space	<input type="checkbox"/>	

G	↳ Brownfield	Public sector land	<input type="checkbox"/>	Other, please specify:
		Car parks	<input type="checkbox"/>	
		Vacant or derelict land/buildings	<input type="checkbox"/>	
		Long standing employment sites	<input type="checkbox"/>	

Previous Use(s)				
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Adjacent/Surrounding Land Use	North	East	South	West

(Please indicate the land use according to the appropriate boundary)

G	Planning History <i>✍ (If there is/was a planning application, permission or refusal please provide details and application reference number)</i>	
G	Pre-application advice <i>✍ (Describe any pre-application advice you may have received)</i>	

7. Site & Surrounding Features

G	Topography <i>✍ (Description)</i>	Flat <input type="checkbox"/>	Sloping <input type="checkbox"/>	Mixture <input type="checkbox"/>	Constrained <input type="checkbox"/>		
	Elevation of Site <i>(in relation to surrounding ground level)</i> <i>✍ (Description)</i>	Below <input type="checkbox"/>	Same level <input type="checkbox"/>	Raised <input type="checkbox"/>	Significantly Raised <input type="checkbox"/>		
	Ground Conditions <i>✍ (Waterlogged, firm etc...)</i>	Drained <input type="checkbox"/>	Boggy <input type="checkbox"/>	Stable <input type="checkbox"/>	Unstable <input type="checkbox"/>	Don't Know <input type="checkbox"/>	
	Pollution/Contamination <i>✍ (Type, amount etc...)</i>	Present <input type="checkbox"/>	Possible <input type="checkbox"/>	No <input type="checkbox"/>	Don't Know <input type="checkbox"/>		
	Water Courses <i>✍ (Name, location within site, constraining etc...)</i>	River <input type="checkbox"/>	Stream <input type="checkbox"/>	Underground <input type="checkbox"/>	Pond <input type="checkbox"/>	None <input type="checkbox"/>	
	Underground Resources/ Constraints <i>✍ (Old mine workings, coal, minerals etc...)</i>	Present <input type="checkbox"/>	Possible <input type="checkbox"/>	No <input type="checkbox"/>	Don't Know <input type="checkbox"/>		
	Are there any Buildings/Other Structures on the site? <i>✍ (Barn, folly etc...)</i>	Yes <input type="checkbox"/>		No <input type="checkbox"/>			
	Key Views <i>✍ (Important views on to and from the site)</i>	On to the Site					
		From the Site					

8. Infrastructure

G	Existing Services <i>✍ (Either on site or up to the site boundary)</i>	Gas	<input type="checkbox"/>	Mains Water	<input type="checkbox"/>
		Electricity	<input type="checkbox"/>	Sewerage	<input type="checkbox"/>
G	Potential for a decentralised renewable energy generation scheme?			Yes <input type="checkbox"/>	No <input type="checkbox"/>
G	Infrastructure Constraints <i>✍ (Pipelines, Overhead Lines and any other constraints etc...)</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't Know <input type="checkbox"/>	

9. Access & Accessibility

G	Access to adopted Highway <i>(Ownership, ransom strip, other restrictions or limitations)</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Ransom Strip <input type="checkbox"/>	Via private road <input type="checkbox"/>
G	Nature of adopted Highway <i>(e.g. 20mph, B road, Unclassified)</i>	Speed Limit:	Road Classification:		
	Is there a pedestrian pavement?		Yes <input type="checkbox"/>	No <input type="checkbox"/>	
G	Visibility of adopted Highway <i>(Assuming the most appropriate site entrance; describe visibility, and possible improvements where necessary)</i>	Good <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Poor <input type="checkbox"/>	
G	Public Rights of Way <i>(Brief description and if restrictive to future development)</i>	<input type="checkbox"/> Public Right of Way	<input type="checkbox"/> Permissive Right	None <input type="checkbox"/>	
	Accessibility to Local Services <i>(Brief description of availability of local facilities and services)</i>				
	<i>(Any other comments)</i>				

10. Flood Risk

G	Flood Risk <i>(Please indicate which zone your site is within if known, zone definitions are included in the supporting guidance)</i>	Zone 1 <input type="checkbox"/>	Zone 2 <input type="checkbox"/>	Zone 3a <input type="checkbox"/>	Zone 3b <input type="checkbox"/>
	↳ Is the site susceptible to flooding?				
	↳ If Yes, could realistic mitigation measures be undertaken to reduce risk?				

11. Heritage

G	Listed Buildings/Structures <i>(Please describe e.g. Barn, folly etc including listing status)</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Near by <input type="checkbox"/>	Don't Know <input type="checkbox"/>
G	Scheduled Ancient Monument <i>(Please describe)</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Near by <input type="checkbox"/>	Don't Know <input type="checkbox"/>
G	Non-Designated Heritage Assets <i>(Assets that are not formally designated)</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Near by <input type="checkbox"/>	Don't Know <input type="checkbox"/>

G	Archaeological Features	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Possible <input type="checkbox"/>	Don't Know <input type="checkbox"/>
	(Please describe)				
G	Conservation Area(s)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Near By <input type="checkbox"/>	Don't Know <input type="checkbox"/>
	(Is site within a conservation area? Please name)				
G	Tree Preservation Order (TPO)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't Know <input type="checkbox"/>	
	(Number, location etc...)				

12. Ecology & Biodiversity

G	Vegetation	Wood <input type="checkbox"/>	Trees <input type="checkbox"/>	Hedges <input type="checkbox"/>	Overgrown <input type="checkbox"/>	None <input type="checkbox"/>
	(Please describe e.g. Wood, meadow etc...)					
G	Protected Species	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Possible <input type="checkbox"/>	Don't Know <input type="checkbox"/>	
	(If present or possible please list e.g. bats, newts, badgers, orchids, plants etc...)					
G	Designation(s)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Near By <input type="checkbox"/>	Don't Know <input type="checkbox"/>	
	(Is/Are there any Designations that may affect the site?)					

13. Site Appraisal

13.A. AVAILABILITY

G	Availability for Development	0-5 Yrs <input type="checkbox"/>	6-10 Yrs <input type="checkbox"/>	11-15 Yrs <input type="checkbox"/>	16 Yrs plus <input type="checkbox"/>
	(Any known or possible delays, if not available immediately please state why etc...)				
G	Tenancies	Tenancies <input type="checkbox"/>	None/Vacant Possession <input type="checkbox"/>	Don't Know <input type="checkbox"/>	
G	↳ If present, please select most relevant.	Constraint <input type="checkbox"/>	Not a constraint <input type="checkbox"/>	Unknown <input type="checkbox"/>	
	(Please state any further information you feel is relevant)				
G	Does the owner (or other owner(s)) support your proposals for the site?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't Know <input type="checkbox"/>	
	(State whether there is complete support for development on the site or if not please explain...)				
	How long has the site been available for development?				
	(Time period)				
	Is/Has the site been advertised for development?				
	(Time period, what type of advertising, market feedback etc...)				

G	Why do you feel it has not been developed to date? <i>👉 (What do you feel is holding the site back from development? Constraints, economy etc...)</i>			
G	Is the availability of this site dependent upon, or influenced by the coordination of land assembly? <i>👉 (E.g. is the site land locked or requires the use of a ransom strip)</i>			
G	↳ If yes, when could you expect for these issues to be resolved? <i>👉 (Likely timescale that these issues could be overcome, if at all)</i>			
C	Legal Matters <i>👉 (Please select appropriate and provide details stating if restrictive to development)</i>	Covenant(s) <input type="checkbox"/>	Wayleave(s) <input type="checkbox"/>	Don't Know <input type="checkbox"/>
		Easement(s) <input type="checkbox"/>	None <input type="checkbox"/>	

13.B. ACHIEVABILITY

G	To the best of your knowledge when do you think the development of this site could be completed by?	<input type="checkbox"/> Within 5 Years <input type="checkbox"/> 6-10 Years <input type="checkbox"/> 11-15 Years <input type="checkbox"/> Beyond 15 Years				
	Is there developer interest in the site?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't Know <input type="checkbox"/>		
	↳ If yes, at what stage are negotiations?					
G	Phasing of development	One continuous phase <input type="checkbox"/>	Multiple phases <input type="checkbox"/>	Don't Know <input type="checkbox"/>		
G	Likely Build Out Rate <i>👉 (Average number of dwellings / floorspace built each year on the site if known)</i>					
G	Detailed Predicted Supply (Dwellings or Floorspace per annum) <i>👉 (Based on the 5 year time period of availability you selected please predict dates and provide a detailed estimated rate of delivery per annum)</i>	Year 1	Year 2	Year 3	Year 4	Year 5

13.C. ECONOMIC VIABILITY

Economic viability for development <i>(Has any up-to-date development viability work been undertaken? What was the conclusion? If Viable (Conditional) then please explain, if Unviable then state the reason(s) for this)</i>	Viable <input type="checkbox"/>	Viable (Conditional) <input type="checkbox"/>	Unviable <input type="checkbox"/>	Don't Know <input type="checkbox"/>
Is/Are the proposed use(s) more or less viable than the existing use(s)? 				
Strength of local housing/employment land market 				
What effect will neighbouring uses have on the marketability of the site? <i>(I.e. negative effect on values)</i>				
Abnormal costs affecting viability <i>(If 'Other' please list)</i>	None <input type="checkbox"/>	Flood Mitigation <input type="checkbox"/>	Infrastructure <input type="checkbox"/>	Other <input type="checkbox"/>
	Demolition <input type="checkbox"/>	Contamination <input type="checkbox"/>	Ground Conditions <input type="checkbox"/>	
Does the site encompass a community facility that will need to be relocated or replaced? <i>(This could be a sports pitch or village hall for example)</i>				
Would the development of the site create an additional need for a community or any other facility to be provided for on site? <i>(This could be a sports pitch or village hall for example)</i>				

14. Any Further Comments

15. OS Map with Site Boundary

G An Ordnance Survey map with the site boundary clearly outlined must be provided with the site assessment form. The map should preferably be on a scale of 1:1250 or 1:2500 of size A4 or A3. It must be clearly annotated with the name/location of your site and your name and contact details (in case they become detached from the form).

16. Mandatory [REQUIRED]

Data Protection and Freedom of Information

This information is collected by Richmondshire District Council as data controller in accordance with the with data principles in the Data Protection Act 1998. The purposes for collecting data are:

- To assist in the preparation of a Local Plan;
- To contact you regarding your answers given in your form;
- For evaluation by a Site Assessment Team constituted of local government officers,
- Representatives from utility companies, the construction industry, community organisations; and government departments associated with the environment.

The above purposes may require public disclosure of any data excluding personal contact details received by Richmondshire District Council in the consultation responses in accordance with the Freedom of Information Act 2000. The forms will also be used in discussion with consultees, but the contact information contained within the Site Assessment Form will be detached and kept separate. If there is confidential information you wish to submit but remain out of the public domain please indicate to that effect within the Site Assessment Form.

Disclaimer

It must be noted that for sites included within the SHELAA it is not an indication that planning permission will be granted or sites allocated for development. Planning proposals will be judged on their merits against adopted local planning policies unless material considerations indicate otherwise. The SHELAA report may represent a material consideration in the determination of such planning proposals.

I agree to the Data Protection and Freedom of Information Statement	<input type="checkbox"/>
I agree to the RDC Disclaimer statement	<input type="checkbox"/>

G I agree to Unaccompanied / Accompanied Sites visits

Date	
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Print Name	
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Please return completed form and OS map to land@richmondshire.gov.uk

Strategic Housing and Economic Land Availability Assessment (SHELAA)



Call for Sites 2017







Guidance Note

Introduction

This document provides guidance to support completion of the Site Assessment Form.

The Site Assessment Form is designed to collect a comprehensive level of detail for a full site assessment and we do not expect you to be able to complete every part. Once submitted the Council will continue to complete the form through desktop and on site surveys. **The deadline to submit a site is 6th October 2017.**

Completing the Form

- Tick Boxes and Open cells   allows you to input your information.
- This symbol  indicates useful information.
- A  symbol indicates when guidance is available in the Guidance Note
- Where a tick box function does not offer you your desired selection please proceed to answer in the relevant space marked:  
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Submitting the Form

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Site Criteria

- The site should be capable of accommodating the type of development proposed.
- Housing sites should be capable of delivering 4 or more dwellings.
- Sites must be located within Richmondshire District outside of the Yorkshire Dales National Park.

Call for Sites 2017 Webpage

You can visit the dedicated Call for Sites webpage please [click here](#)

1. Land Owner Details [REQUIRED]

Q. Site ownership Statement

G Please describe what, if any, ownership you have of the site.

4. Site Information & Location [REQUIRED]

Q. Has this site been considered by the Council within a previous Call for Sites?

G You, a previous owner or third party may have submitted this site for consideration as part of a previous Call for Sites exercise conducted by the Council. If so, please state as this will enable a more efficient assessment of your site.

Q. Within the settlement boundary or built form?

G Yes if within the boundary defined by the Local Plan 1999-2006. You can access this document at <https://www.richmondshire.gov.uk/planning/current-planning-policy/local-plan-2012-2028/>

Q. Adjacent to the settlement boundary or built form?

G Yes, if the site is very near, next to, or touching the existing settlement boundary defined by the Local Plan 1999-2006. You can access this document at <https://www.richmondshire.gov.uk/planning/current-planning-policy/local-plan-2012-2028/>

Q. Open countryside?

G Yes, if neither of the above.

5. Site Area & Housing Potential (where relevant)

Q. Total Estimated Area (Hectares)

G Please provide an estimated area in hectares of the whole site and for the part of the site which could be developed.

Q. Estimated Capacity

G Please estimate the potential development capacity of the site by outlining the number of homes or total floorspace and number of units/premises.

6. Land Use & Planning

Q. Existing Use(s), Previous Use & Adjacent/Surrounding Use

G Please refer to Use Classes Order at https://www.planningportal.co.uk/info/200130/common_projects/9/change_of_use

Q. Land Type

G Please select the appropriate land type and its area as a percentage of the site.
Brownfield Land Definition: 'Previously-developed land is that which is or was occupied by a permanent structure, including the curtilage of the developed land and any associated fixed surface infrastructure.'
Greenfield Land Definition: 'Land that has not been developed before'

Q. Planning History (If Known)

G Please provide any information relating to current or previous planning status, applications, permissions or refusals. Planning reference numbers will be particularly useful. There may also be some site specific information relating to the history of the site that may only be known to the landowner or close neighbours. This information may be useful in gaining an understanding of the evolution of the site.

Q. Pre-Application Advice

G If you have received some pre-application advice in relation to the potential development of the site please provide some brief detail.

7. Site & Surrounding Features

Q. Topography

G Topography Definition: 'the physical appearance of the natural features of an area of land, especially the shape of its surface'

8. Infrastructure

Q. Existing Services

G Please simply state if there are the listed services currently available on site, this is most likely to be the case where buildings are present and active. Where the site is greenfield it is unlikely to be serviced other than a potential water supply for livestock. If the site is close to a main road or built up area it is likely that services may run nearby or up to the site boundary. If you are unsure and your answer is just a guess that is fine but please provide reasoning and state it is an assumption. If you aware that local services are able to offer capacity for the site or not as the case may be please describe.

Q. Potential for a decentralised energy generation scheme?

G You may feel your site would be suitable for a small scale district heating system that may serve potential development on the site. This is likely to depend on the size of the site, number of potential dwellings/units or viability of the scheme. An example could be having an on-site bio fuel heating system.

Q. Infrastructure Constraints

G Please mention any other infrastructure factor that may represent a constraint to development. This does not suggest it cannot be overcome but could present an additional cost to development. For example, overhead power lines/underground pipelines that may need diverting; or a particular service running at full capacity requiring an upgrade in order to take on additional houses e.g. sewerage.

9. Access & Accessibility

Q. Access to adopted Highway

G State whether the site has direct access to an adopted highway.
Ransom Strip Definition: ransom strips are parcels of land, which hold the key to unlocking the development potential of adjoining land.

Q. Nature of adopted Highway

G Please state the speed limit and classification of the adopted highway of which access from the site will adjoin.

Q. Visibility onto adopted Highway

G With the most appropriate site entrance point in mind; please describe the visibility of the adopted highway. If visibility joining the highway is poor then please state what could be done to improve it.

Q. Public Rights of Way

G. Public Right of Way Definition: A public privilege to pass and repass over the land of another; in the form of a Footpath, Bridle Way, or Byway open to all traffic.
Permissive Right Definition: Where a landowner allows access across a piece of land without dedicating it a right of way.

10. Flood Risk**Q. Flood Risk**

G In order to determine the flood risk zones of a site please visit the Environment Agency's website at <http://watermaps.environment-agency.gov.uk/wiyby/wiyby.aspx?topic=floodmap#x=357683&y=355134&scale=2>.
Zone 1= Low Probability of Flooding, **Zone 2**= Medium Possibility, **Zone 3a**= High Probability & **Zone 3b** = Functional Flood Plain.

11. Heritage

You can use the Local Plan 1999-2006 Maps to determine the answers to the sections below at <https://www.richmondshire.gov.uk/planning/current-planning-policy/local-plan-2012-2028/>. The web page contains individual settlement maps and a 'Local Plan Key & Notations Map' which will illustrate which allocations or policies affect the site.

Q. Listed Buildings/Structures

G In order to determine whether you may have a listed building or structure on the site you can visit the Historic England website at <https://historicengland.org.uk/listing/the-list/>

Q. Scheduled Ancient Monument

G In order to determine whether you may have a Scheduled Ancient Monument on the site you can visit the Historic England website at <https://historicengland.org.uk/listing/the-list/>

Q. Non-Designated Heritage Assets

G Heritage Assets within the Richmondshire Local Plan area which are not formally designated, but which are also of importance consist of: undesignated archaeological remains; archaeologically sensitive areas; unlisted historic buildings, structures or features – often identified within Conservation Area Appraisals. You can refer to Conservation Area Appraisals at <https://www.richmondshire.gov.uk/planning/building-conservation/conservation-areas/>

Q. Archaeological Features

G You can refer to the Local Plan 1999-2006 at <https://www.richmondshire.gov.uk/planning/current-planning-policy/local-plan-2012-2028/>.

Q. Conservation Area(s)

G You can refer to the Local Plan 1999-2006 at by <https://www.richmondshire.gov.uk/planning/current-planning-policy/local-plan-2012-2028/>.

Q. Tree Preservation Order

G You may already be aware of Tree Preservation Orders on the site from previous

planning history, if not this section will be completed by the Council.

12. Ecology & Biodiversity

Q. Vegetation

G Briefly list/describe the types of vegetation, cover and age where relevant.

Q. Protected Species

G Please state if a protected species is present, possible, or not present. Please list the species concerned e.g. Great Crested Newts, Dormice, Otters, Smooth Snakes, Bats etc
For more information please visit <https://www.gov.uk/topic/planning-development/protected-sites-species>

Q. Designation(s)

G In order to determine whether your site is covered by a designation please visit the DEFRA website at <http://magic.defra.gov.uk/>. The interactive map offers information based on a location search. You can also refer to the Local Plan 1999-2006 maps at <https://www.richmondshire.gov.uk/planning/current-planning-policy/local-plan-2012-2028/>.

13.A. AVAILABILITY

Q. Availability for Development

G Please state a time frame in which you would expect development to occur. For example, If you choose 0-5 years you would be suggesting that some development would occur within that time period. If you have stated that your site is not immediately available for development please briefly describe what is holding the site back from being developed now.

Q. Tenancies

G Tenancies Definition: Possession or occupancy of lands, buildings, or other property by title, under a lease, or on payment of rent by a third party (a tenant).
Vacant Possession Definition: refers to a property or parcel of land that is clear of occupants and of objects which are not included in the sale.

Q↳ If Tenancies present on site please select the most relevant

G (Constraint or Not a Constraint or Unknown)

This is asking you to indicate whether current tenancies on the site may present a potential for holding up re-development if, for instance, they refuse to relocate. If however the tenant(s) are willing to cooperate or will be leaving the site in order to allow re-development to occur then they do not present a constraint. If you do not know how your tenants will affect the potential for re-development then this should be investigated as part of a full site assessment.

Q. Does the owner (or other owner(s)) support your proposals for the site?

G This question simply wishes to determine whether there is full support for development by the entirety of those who own and/or control the site. If there is a controller/owner who does not wish for development to occur we cannot consider this site available for development.

Q. Why do you feel it has not been developed to date?

G This question gives you the opportunity to express your reasoning as to why this site has not yet come forward for development. Your answer will help us identify what can be done to overcome this barrier to development.

Q. Is the availability of this site dependent upon, or influenced by the coordination of land assembly?

G This question is trying to determine whether the site has to be brought to market in conjunction with another piece of land for development to be enabled OR requiring a necessary and adequate legal agreement to be sought. For example, a site may be landlocked with limited access over a ransom strip and so will need to be coordinated with a neighbouring piece of land to gain the necessary access for development to occur. In this case the ransom strip freehold may be purchased or a legal covenant expressing rights of way agreed.

Q. ↳ If yes, when could you expect for these issues to be resolved?

G If you have a timescale within which a land assembly constraint may be overcome please state with brief reasoning. If it is not known if, or when the constraint may be overcome within an achievable timescale we cannot consider this site available for development.

Q. Legal Matters

G Legal matters may include boundary disputes, squatters, compulsory purchase, access, and services etc. If it is not known whether there are legal matters affecting the site that could restrict development then this should be investigated as part of a full site assessment. If a legal matter is known, then please provide brief details explaining its implication on development. If you don't know the legal term you can simply describe the situation.

13.B. ACHIEVABILITY

Q. To the best of your knowledge when do you think the development of this site could be completed by?

G Taking in to account all factors that have been outlined in the preceding sections please outline when you think development of the site could be completed by.

Q. Delivery

G This may not be known unless detailed work on potential development has been carried out. Sites usually build out in one continuous phase to benefit from economies of scale. However a slow market, restricted funding or large scale site would likely warrant a phased approach to development.

Q. Build Out Rate

G The Council normally assumes a build rate per housing site of 30 units per annum. However, this is just a benchmark figure, so if you believe your site will yield an alternative build out rate per annum then please state this figure as part of your answer.

Q. Detailed Predicted Supply

G This question is asking you to give some indication of the likely number of dwellings to be built within each year, of the time period you selected the site would be available for development, e.g. 6-10 years.

13.C. ECONOMIC VIABILITY

Q. Economically viability for development

G You may have commissioned a viability assessment by a Land Agent or Chartered Surveyor to determine the profitability of likely development on the site. If so please briefly describe the findings. If the scheme has appeared to be unviable then please give an indication as to why this is the case.

Q. Is/Are the proposed use(s) more or less viable than the existing use(s)?

G Please indicate whether proposed development will be more, equally as or less viable than the existing use(s). If this is not known you can write 'Don't Know'.

Q. Does the site encompass a community facility that will need to be relocated or replaced?

G The site may currently offer a form of community facility that may have to be relocated at the developer's expense as a condition of planning permission through a Section 106 agreement. This may be a community hall, play field or sports pitch for example.

Q. Would the development of the site for create an additional need for a community facility to be provided on site?

G This question asks you to consider whether the likely level of housing development on the site would create the need for additional community facilities. This is likely to be related to the scale of development and the extent of existing facilities. If an on-site facility is likely to be a condition of planning permission then this is likely to have an effect on the schemes profitability. For example play park, open space etc.

14. Any Further Comments

Where information is not currently available to submit in any area of the form please simply mention in the 'Any Further Comments' box at the end of the Submission Form.

15. Site Boundary Map

An Ordnance Survey map with the site boundary clearly outlined must be provided with the site assessment form. The map should preferably be on a scale of 1:1250 or 1:2500 of size A4 or A3. It must be clearly annotated with the name/location of your site and your name and contact details (in case they become detached from the form).

16. Mandatory [REQUIRED]

Q. I agree to Unaccompanied / Accompanied sites visits

G Site surveys will be carried out by the Council or their Site Representatives. It is important where possible to allow unaccompanied site visits. If the site has secured accessibility and accompanied visits are imperative then please be willing to make arrangements for a site visit.