

Appendix A

Site Submission Form



Wokingham Borough Council Local Plan Update (LPU) Potential New Development Sites

What is the purpose of the Call for Sites?

Local Authorities need to identify and allocate sufficient land sites to meet development needs. We are therefore interested in hearing from people who potentially would like a site to be allocated in the future.

Suggesting a site

This form must be used to suggest any site for consideration.

Please use a separate form for each site submitted

- Please complete the form clearly and accurately including as much information as possible.
- You must give your name, address and the full address of the site for your proposals to be considered
- You must attach a plan (1:1250 scale or another recognisable scale, i.e. 1:2500) identifying the exact boundaries of the site to the survey. Maps can be obtained from <http://www.ordnancesurvey.co.uk/oswebsite/business/land-and-property/planning-application-mapping.html> Please note that a submission cannot be accepted without an exact site location plan.

Please note that by submitting this form to the Council, you are agreeing to Wokingham Borough Council sharing this information with the other Local Planning Authorities in Berkshire and further neighbouring authorities. The information collected will be used to assist the Local Planning Authorities in coordinating strategic development across Berkshire and the region and facilitate coordinated research and monitoring.

For further information about what Wokingham Borough Council do with the data we collect please see: <http://www.wokingham.gov.uk/council-and-meetings/information-and-data-protection/fair-processing-of-your-information/>

1. CONTACT DETAILS**Promoter details**

Name	
Company/Organisation	
Address	
Telephone	
Email	

Agent details *(if applicable)*

Name	
Company/Organisation	
Address	
Telephone	
Email	

Land owner details *(please complete if different from promoter details above)*

Name	
Company/Organisation	
Address	
Telephone	
Email	

<p>If the site is in multiple ownership, please provide the name(s), address(es) and contact details of all the land owner(s) in the space below:</p>		
<p>Has the land owner/s indicated support for development of the land?</p>		<p>YES/NO</p>
<p>Is there a house builder/developer(s) involved in the site? If YES, please specify: a) The name of each company b) The nature of Legal Interest in the Land</p>		<p>YES/NO</p>
<p>Legal Constraints <i>Explain any legal constraints which may affect the availability of the site and how they can be overcome</i></p>		
Constraint	Yes/No	If yes, please provide further details
Unresolved multiple ownership		
Ransom strips		
Tenancies		
Covenants (terms that land owners must abide by)		
Other (please specify)		

Please attach a copy of the Title Absolute and the Title Plan for the site quoting the full site address and your contact details. For further guidance please see: <https://www.gov.uk/government/organisations/land-registry>. Please attach any information you have for the freehold/leasehold. For further guidance on freehold/leasehold please see: <http://hoa.org.uk/advice/guides-for-homeowners/i-am-buying/leasehold-v-freehold-whats-the-difference/>

2. SITE DETAILS	
Address of Site	
Site Area in hectares (ha)	
Current land use	
Surrounding land uses	Description of surrounding uses
To the North of the site	
To the East of the site	
To the South of the site	
To the West of the site	
Relevant planning history <i>(including planning application numbers, if known)</i>	
Has the site been submitted through a previous call for sites in the past 5 years? If yes, please provide details <i>(including site references, if known)</i>	

3. PROPOSED USES FOR THE SITE			
<p>Please indicate what you propose the site could best be used for. For guidance on the different categories of land uses to help you fill in this section please refer to the Planning Portal website: http://www.planningportal.gov.uk/permission/commonprojects/changeofuse/ for further guidance</p>			
Housing Development:			
<p>If a residential use is proposed, please indicate the nature of the proposed use</p>	<p><input type="checkbox"/> Housing (C3 Planning Use Class)</p> <p><input type="checkbox"/> Market</p> <p><input type="checkbox"/> Affordable See the Council's Affordable Housing Supplementary Planning Document for further guidance: http://www.wokingham.gov.uk/planning-and-building-control/planning-policy/housing/</p> <p><input type="checkbox"/> Residential Institutions (C2 use)</p> <p><input type="checkbox"/> Nursing home</p> <p><input type="checkbox"/> Care home</p> <p><input type="checkbox"/> Student accommodation</p> <p><input type="checkbox"/> House in Multiple Occupation (C4 use) <i>Small shared houses occupied by between three and six unrelated individuals, who share basic amenities such as a kitchen or bathroom.</i></p> <p><input type="checkbox"/> Pitches for Gypsy and Travellers and plots for Travelling Show People</p> <p><input type="checkbox"/> Self-Build - For further guidance please see: http://www.selfbuildportal.org.uk/</p> <p><input type="checkbox"/> Other (please specify below)</p>		
	<p>Please indicate the anticipated gross* number of houses/flats that may be achieved <i>For Gypsy and Travellers please indicate the number of pitches and for Travelling Show People please indicate the number of plots.</i></p> <p>*total for the whole development area within the red line plan</p>		
<p>Please indicate the anticipated dwelling types (mix)</p>	<p><input type="checkbox"/> Houses</p> <p><input type="checkbox"/> Flats</p>	<p><input type="checkbox"/> Sheltered Accommodation</p> <p><input type="checkbox"/> Bedsit/Studios</p>	
<p>What is the anticipated density? (gross number of dwellings per hectare)</p>			

Indicate the gross number of dwellings to be demolished or the gross area (m2) of non-residential floor-space to be demolished (if applicable)		
Non-residential Development:		
<p>If economic development is proposed, please indicate the nature of the proposed use and the amount of gross floor space in m2.</p> <p><i>For guidance on the different categories of land uses to help you fill in this section please refer to the Planning Portal website: http://www.planningportal.gov.uk/permissions/commonprojects/changeofuse/ for further guidance</i></p>	Use class	Gross floor space (m2)
	<input type="checkbox"/> A1 (shops):	
	<input type="checkbox"/> A2 (Financial and Professional Services)	
	<input type="checkbox"/> A3 (Restaurants and Cafes)	
	<input type="checkbox"/> A4 (Drinking Establishments)	
	<input type="checkbox"/> A5 (Hot Food Takeaways)	
	<input type="checkbox"/> B1a (Offices, other than a use within A2 (Financial services))	
	<input type="checkbox"/> B1b (Research and development of products and processes)	
	<input type="checkbox"/> B1c (Light industry)	
	<input type="checkbox"/> B2 (General Industrial)	
	<input type="checkbox"/> B8 (Storage and Distribution)	
	<input type="checkbox"/> C1 (Hotels)	
	<input type="checkbox"/> D1 (Non-residential institutions)	
	<input type="checkbox"/> D2 (Assembly and Leisure)	
<input type="checkbox"/> Other (please specify)		
Indicate the gross number of dwellings to be demolished or the gross area (m2) of non-residential floor-space to be demolished (if applicable)		

4. SUITABILITY

Please indicate constraints which may affect the proposed use and the actions required to address these

Possible Constraints	Yes/No	Do you believe the constraints on site can be overcome? If so, please explain how and by when:
Vehicular and pedestrian access to the site		
Public rights of way e.g. footpaths, bridleways.		
Topography and landscape features, such as hills, woodland and fields		
Ground conditions and soil type For more information see http://www.magic.gov.uk/MagicMap.aspx		
Contamination Wokingham Borough Council's Contaminated Land Strategy can be found at http://info.westberks.gov.uk/CHttpHandler.ashx?id=40742&p=0		
How far from the edge of the site is the nearest Landfill site? (in metres)		
Utilities infrastructure (gas, electricity, mains sewerage, mains water, telephone lines, Broadband)		
National and local ecological designations e.g. Local Nature Reserves, Local Wildlife Sites For more information see: http://www.planvu.co.uk/wbc/		
Specify the number of trees on site and their species type if known		
Tree Preservation Orders (please include ID numbers of individual or area TPOs if known)		
Flooding (Flood zone 1, 2, 3a or 3b) For more information check the Flood Maps at: https://www.gov.uk/check-if-youre-at-risk-of-flooding		
Historic landscape designations including World Heritage Sites For more information see http://www.magic.gov.uk/MagicMap.aspx		

Presence of Statutory Listed Buildings <i>For more information see</i> http://www.magic.gov.uk/MagicMap.aspx		
Archaeological or geological interest <i>For more information see</i> http://www.magic.gov.uk/MagicMap.aspx		
Conservation Areas or Areas of Special Character <i>For more information see</i> http://www.planvu.co.uk/wbc/		
Noise and air pollution <i>For Air Quality Assessments for Wokingham and Twyford please see</i> http://info.westberks.gov.uk/index.aspx?articleid=27513&ref=wokingham		
Sand and Gravel deposits <i>For more information see</i> http://www.planvu.co.uk/wbc/		
Impact on neighbouring properties		
Other (please specify e.g. ecology, protected species etc.)		

Please tick any of the following statements that are relevant to the site:

For more information on the terms used below please see Policies CP9 and CP11 of the Core Strategy and Policy CC02 of the Managing Development Delivery Document: <http://www.wokingham.gov.uk/planning-and-building-control/planning-policy/key-planning-documents/> and the Council's Proposal's Map: <http://www.planvu.co.uk/wbc/>

- ☐ The site is previously developed
For definition see: <http://www.planningportal.gov.uk/general/glossaryandlinks/glossary>
- ☐ The site is greenfield land
For definition see: <http://www.planningportal.gov.uk/general/glossaryandlinks/glossary>
- ☐ The site is located within the Development Limits of an existing settlement, as defined in Policy CC02 of the Council's Managing Development Delivery Document
- ☐ The site is located at the edge of an existing settlement, as defined in Policy CC02 of the Council's Managing Development Delivery Document
- ☐ The site is located outside Development Limits, as defined in Policy CP11 of the Core Strategy
- ☐ The site is located within Green Belt
For definition see: <http://www.planningportal.gov.uk/general/glossaryandlinks/glossary>
- ☐ The site is has an Agricultural Land Grade of:
 - ☐ 1
 - ☐ 2
 - ☐ 3a

For more information about Agricultural Land see: <http://www.magic.gov.uk/MagicMap.aspx>

Please state which services or facilities are located near to the site in km:

Distance must be calculated from the edge of the site, utilising existing roads, cycle paths, footpaths and footways (pavements).

For further information please see the following link: <http://www.wokingham.gov.uk/propertysearch1/>

Service/Facility	Distance (km)	Name/Location
Strategic transport infrastructure (e.g. main roads)		
Public transport services (e.g. bus stops, train stations) and frequency for all services		
Pedestrian and cycle links		
Primary Schools		
Secondary Schools		
GP surgery and other health services (e.g. dentist)		
Local shops/post office		

Community facilities (e.g. community centre, libraries)		
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5. ACHIEVABILITY

Please indicate in which of the specified periods work could commence on the development and when it would be completed by

When work could commence:		When work would be completed by:
<input type="checkbox"/> Jan 2019 – March 2022 (LPU adoption)	<input type="checkbox"/>	Jan 2019 – March 2022 (LPU adoption)
<input type="checkbox"/> 5 years from LPU adoption	<input type="checkbox"/>	5 years from LPU adoption
<input type="checkbox"/> April 2022 – March 2023		<input type="checkbox"/> April 2022 – March 2023
<input type="checkbox"/> April 2023 – March 2024		<input type="checkbox"/> April 2023 – March 2024
<input type="checkbox"/> April 2024 – March 2025		<input type="checkbox"/> April 2024 – March 2025
<input type="checkbox"/> April 2025 – March 2026		<input type="checkbox"/> April 2025 – March 2026
<input type="checkbox"/> April 2026 – March 2027		<input type="checkbox"/> April 2026 – March 2027
<input type="checkbox"/> 6-10 years from LPU adoption	<input type="checkbox"/>	6-10 years from LPU adoption
<input type="checkbox"/> April 2027 – March 2028		<input type="checkbox"/> April 2027 – March 2028
<input type="checkbox"/> April 2028 – March 2029		<input type="checkbox"/> April 2028 – March 2029
<input type="checkbox"/> April 2029 – March 2030		<input type="checkbox"/> April 2029 – March 2030
<input type="checkbox"/> April 2030 – March 2031		<input type="checkbox"/> April 2030 – March 2031
<input type="checkbox"/> April 2031 – March 2032		<input type="checkbox"/> April 2031 – March 2032
<input type="checkbox"/> 11-14 years from LPU adoption	<input type="checkbox"/>	11-14 years from LPU adoption
<input type="checkbox"/> April 2032 – March 2033		<input type="checkbox"/> April 2032 – March 2033
<input type="checkbox"/> April 2033 – March 2034		<input type="checkbox"/> April 2033 – March 2034
<input type="checkbox"/> April 2034 – March 2035		<input type="checkbox"/> April 2034 – March 2035
<input type="checkbox"/> April 2035 – March 2036		<input type="checkbox"/> April 2035 – March 2036
<input type="checkbox"/> Beyond March 2036	<input type="checkbox"/>	Beyond March 2036

Please specify the number of dwellings that you anticipate being completed each year

<p>Please specify the amount of commercial (non-residential floor space) that you anticipate being completed each year (specifying the Use Class). For guidance on Use Classes see: http://www.planningportal.gov.uk/permission/commonprojects/changeofuse/ for further guidance</p>	
<p>Please specify the number of pitches for Gypsy and Travellers and the number of plots for Travelling Show People that you anticipate being completed each year</p>	
<p>Are there any viability issues that could affect the delivery of the development? <i>(Please provide specific details)</i></p>	

Please provide a plan (preferably at 1:1250 scale on an OS base map, or another recognisable scale i.e. 1:2500) identifying the boundary of the subject site in red and the full extent of the area of ownership in blue (if appropriate). Maps can be obtained from <http://www.ordnancesurvey.co.uk/oswebsite/business/land-and-property/planning-application-mapping.html> **Please note that a submission cannot be accepted without an exact site location plan.** Please label the attachment with the full site address and your contact details. Geographical Information System (GIS) compatible files are preferable (.tab and .shp)

| Thank you for taking the time to complete this form.