



Brownfield Register – Part 1

Site Submission Form

Please complete a separate form for each site and submit to the Council:

By post: Planning Policy, Development Services, Allerdale Borough Council, Allerdale House, Workington, Cumbria, CA14 3YJ.

By email: siteallocations@allerdale.gov.uk

**Please return to Allerdale Borough Council no later than 4pm on Friday
10th November 2017**

For assistance on how to complete this form please refer to the guidance notes overleaf

The submissions received could be published for public scrutiny. By submitting this form you are consenting to your personal information and representations being stored and used for this purpose.

Further advice and guidance can be obtained by contacting the planning policy team directly or by visiting the Allerdale Borough Council Website:

Tel: 01900 878703

Website: <http://www.allerdale.gov.uk/planning-and-buildings/planning/planning-policy.aspx>

Guidance Notes

1. Please complete as many of the sections (1) - (11) of the Site Submission Form as you can. The Council will accept partially completed forms as long as the key sections in relation to ownership (1) . (5) have been filled in. Most of the fields on the form should be self-explanatory but guidance on each section is provided below.
2. A separate pro-forma must be used for each individual site.
3. All site submissions must be accompanied by a location plan at a scale of 1:1250 or 1:2500. This must show the precise boundaries of the site edged in red.
4. Do not submit sites that already have planning permission.
5. Submitting details of a particular site is not a guarantee that the Council will support or allocate the site for development or protection.

Section (1) – Contact details

Sites submitted to the Council cannot be treated as confidential and your contact details and the location of the site will be published with your representation.

Section (2) – Your details

You do not need to be the owner of a site to promote it for development. The Council does not tend to hold information on who owns land (apart from its own). If you require details of who owns a particular site, we suggest you contact the HM Land Registry.

Section (3) – Ownership details

We need to ascertain whether the site is in single or multiple ownership as this can affect whether a site can be developed. An indication as to whether the owner(s) have expressed an interest in developing the site would be useful at this stage.

Section (4) – Site location

A map of suitable quality on an Ordnance Survey (OS) base at a scale of either 1:1250 or 1:2500 clearly showing the detailed site boundaries must be supplied. This will enable the location of the site to be accurately identified. Unfortunately, due to OS licensing and operational restrictions, the Council is unable to supply blank maps for this exercise.

Section (5) – Site details

The current use of the site should be specified and whether there are any existing uses that will need to be relocated before the site can be developed. Any structures on the site that would need to be cleared in order for the development to occur should also be identified. The use of the surrounding land must be indicated as this may influence the type of development the site is suitable for.

Section (6) – Site constraints

An indication of the extent of any potential or identified constraints that may affect how easily or quickly the site could be developed should be provided.

Section (7) – Utilities

An indication of which utilities are available to the site should be provided.

Section (8) – Identified constraints

Where available, evidence from any studies and/or assessments in relation to any identified constraints should be provided and submitted. It is important to note that the Council will make their own assessment of these matters for each site in consultation with statutory consultees and may come to a different conclusion.

Section (9) – Site achievability

An indication of the level of developer interest, if any, should be provided. An estimation of when the site would be ready for development should be indicated, taking into account any issues identified in sections (7), (8) and (9).

Section (10) – Site constraints

This final section is an opportunity to provide any additional information and/or outline the merits of the site to support the submission.

Further advice and guidance can be obtained by contacting the Planning Policy department directly or by visiting the Allerdale Borough Council Website:

Telephone: 01900 702610

Website: <http://www.allerdale.gov.uk/planning-and-buildings/planning/planning-policy.aspx>

Address: Planning Policy, Development Services, Allerdale Borough Council, Allerdale House, Workington, Cumbria, CA14 3YJ.

1. Contact details

Name			
Organisation (if applicable)			
Address			
Telephone		Fax	
Email			

2. Your Details

I am	A Private Landowner		A Planning Consultant	
	A Public Land-owning Body		A Land Agent	
	A Registered Social Landlord		A Developer	
	Other (please specify)			
I own the site	Yes		No	
If you do not own the site please supply the name(s) and addresses(es) of the owners				

3. Ownership Details

Is the owner of the site the sole owner?	Yes		No	
If the site is in multiple ownership, please provide the name(s), address(es) and contact details of all owners. (Please continue on a separate sheet if necessary, and provide a plan showing extent of individual land holdings)				
Has the landowner (or each owner) indicated support for development of the land?				

4. Site Location

Site address (Please enclose a map at the appropriate scale clearly showing the detailed site boundaries.)			
Site OS grid reference	Northings		Easting

5. Site Details

Site area (hectares)	Whole site		Net developable area	
Current or previous land use(s)	The land is/was occupied by a permanent structure that has not blended into the landscape (in the process of time)			
	The land is within the curtilage of a permanent structure and does not include any land that isn't curtilage land			
	The land is/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			
Existing structures on the site (e.g. buildings, pylons, substations, overhead wires)				
Would development require relocation of the current use or demolition of existing structures?				
Adjacent land uses (e.g. employment, residential, agricultural)				
Details of any previous planning applications on the site (if applicable)				

6. Site Constraints: Are there any limitations that may prevent or constrain development on this site? (please give details)

Access Issues (e.g. limitations or problems relating to site access, public rights of way or cycleway crossing the site)	
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Topography or ground conditions (e.g. site slopes, varying site levels etc)	
Stability and contamination issues (e.g. unsuitable ground conditions, potentially contaminated land)	
Flood risk issue (e.g. liability of site to flooding and if so, nature/source of flooding and frequency)	
Legal issues (e.g. multiple ownership, covenants, tenancies, easements)	
Environmental Issues (e.g. located adjacent to a watercourse, mature woodland or would result loss/access to open space)	
Other considerations (any other issues that may affect the development of the site)	

7. Utilities (Please tell us which of the following utilities are available to the site)

	Yes	No	Unsure
Mains water supply			
Mains sewerage			
Electrical supply			

Gas supply			
Public highway			
Landline telephone			
Public Transport			
Other (please specify):			

8. If there are any identified constraints, have any studies or assessments been undertaken to determine whether they can be overcome and at what cost?
 (If applicable, please give details and include a copy of the study/assessment commissioned)

9. Site Achievability (please give details)

Is the site currently being marketed?	Yes		No	
Has there been developer interest?	Yes		No	
Is the site owned by a developer?	Yes		No	

Is the site under option to a developer?	Yes		No	
Please tick the likely timescale for the site being developed	Short term (within 5 years)			
	Medium term (6-10 years)			
	Long term (11-15 years)			

10. Please provide any additional information you think may be helpful to the Council in its consideration of this site for development.

Signature:		Date:	
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