

## Greater Norwich Site Submission Form

FOR OFFICIAL USE ONLY	
Response Number:	
Date Received:	

This form is to be filled out by any interested parties who want to promote a site for a specific use or development to be allocated in the Greater Norwich Local Plan.

Only one form should be submitted for each individual site i.e. it is not necessary for a separate form to be completed for each landowner on a single site in multiple ownerships. However, a separate form must be completed for each individual site submitted.

Your completed form should be returned to the Greater Norwich Local Plan team:

By email: [gnlp@norfolk.gov.uk](mailto:gnlp@norfolk.gov.uk)

Or, if it is not possible submit the form electronically,

By Post to:

*Greater Norwich Local Plan Team*  
PO Box 3466  
Norwich  
NR7 7NX

The site submissions received as part of the Greater Norwich Local Plan Regulation 18 Consultation will be published and made available for public viewing. By submitting this form you are consenting to the details about you and your individual site(s) being stored by Norfolk County Council and shared with Broadland District Council, Norwich City Council and South Norfolk District Council, and that the details of the site will be published for consultation purposes. Under the (GDPR) General Data Protection Regulation Norfolk County Council will be the data controller.

Further advice and guidance can be obtained by visiting the Greater Norwich Local Plan website or by contacting the Greater Norwich Local Plan team directly:

Website: [www.gnlp.org.uk](http://www.gnlp.org.uk)  
E-mail: [gnlp@norfolk.gov.uk](mailto:gnlp@norfolk.gov.uk)  
Telephone: 01 603 306603

**1a. Contact Details**

Title	
First Name	
Last Name	
Job Title (where relevant)	
Organisation (where relevant)	
Address	
Post Code	
Telephone Number	
Email Address	

**1b. I am...**

Owner of the site <input type="checkbox"/>	Parish/Town Council <input type="checkbox"/>
Developer <input type="checkbox"/>	Community Group <input type="checkbox"/>
Land Agent <input type="checkbox"/>	Local Resident <input type="checkbox"/>
Planning Consultant <input type="checkbox"/>	Registered Social Landlord <input type="checkbox"/>
Other (please specify):  	

<b>1c. Client/Landowner Details</b> (if different from question 1a)	
Title	
First Name	
Last Name	
Job Title (where relevant)	
Organisation (where relevant)	
Address	
Post Code	
Telephone Number	
Email Address	

<b>2. Site Details</b>	
Site location / address and post code  (please include as an attachment to this response form a location plan of the site on a scaled OS base with the boundaries of the site clearly shown)	
Grid reference (if known)	
Site area (hectares)	

<b>Site Ownership</b>		
<b>3a. I (or my client)...</b>		
Is the sole owner of the site	Is a part owner of the site	Do/Does not own (or hold any legal interest in) the site whatsoever
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>3b. Please provide the name, address and contact details of the site's landowner(s) and attach copies of all relevant title plans and deeds (if available).</b>		
<b>3c. If the site is in multiple landownerships do all landowners support your proposal for the site?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<b>3d. If you answered no to the above question please provide details of why not all of the sites owners support your proposals for the site.</b>		

<b>Current and Historic Land Uses</b>		
<b>4a. Current Land Use</b> (Please describe the site's current land use e.g. agriculture, employment, unused/vacant etc.)		
<b>4b. Has the site been previously developed?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

**4c. Describe any previous uses of the site.** (please provide details of any relevant historic planning applications, including application numbers if known)

**Proposed Future Uses**

**5a. Please provide a short description of the development or land use you proposed, including stating if it is for a settlement boundary revision** (if you are proposing a site to be designated as local green space please go directly to question 6).

**5b. Which of the following use or uses are you proposing?**

Market Housing <input type="checkbox"/>	Business and offices <input type="checkbox"/>	Recreation & Leisure <input type="checkbox"/>
Affordable Housing <input type="checkbox"/>	General industrial <input type="checkbox"/>	Community Use <input type="checkbox"/>
Residential Care Home <input type="checkbox"/>	Storage and distribution <input type="checkbox"/>	Public Open Space <input type="checkbox"/>
Gypsy and Traveller Pitches <input type="checkbox"/>	Tourism <input type="checkbox"/>	Other (Please Specify) <input type="checkbox"/>

**5c. Please provide further details of your proposal, including details on number of houses and proposed floorspace of commercial buildings etc.**

**5d. Please describe any benefits to the Local Area that the development of the site could provide.**

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**Local Green Space**

If you are proposed a site to be designated as Local Green Space please complete the following questions. These questions do not need to be completed if you are not proposing a site as Local Green Space. Please consult the guidance notes for an explanation of Local Green Space Designations.

**6a. Which community would the site serve and how would the designation of the site benefit that community.**

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**6b. Please describe why you consider the site to be of particular local significance e.g. recreational value, tranquillity or richness in wildlife.**

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**Site Features and Constraints**

Are there any features of the site or limitations that may constrain development on this site (please give details)?

**7a. Site Access:** Is there a current means of access to the site from the public highway, does this access need to be improved before development can take place and are there any public rights of way that cross or adjoin the site?

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**7b. Topography:** Are there any slopes or significant changes of in levels that could affect the development of the site?

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**7c. Ground Conditions:** Are ground conditions on the site stable? Are there potential ground contamination issues?

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**7d. Flood Risk:** Is the site liable to river, ground water or surface water flooding and if so what is the nature, source and frequency of the flooding?

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**7e. Legal Issues:** Is there land in third party ownership, or access rights, which must be acquired to develop the site, do any restrictive covenants exist, are there any existing tenancies?

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**7f. Environmental Issues:** Is the site located next to a watercourse or mature woodland, are there any significant trees or hedgerows crossing or bordering the site are there any known features of ecological or geological importance on or adjacent to the site?

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**7g. Heritage Issues:** Are there any listed buildings, Conservation Areas, Historic Parklands or Schedules Monuments on the site or nearby? If so, how might the site's development affect them?

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**7h. Neighbouring Uses:** What are the neighbouring uses and will either the proposed use or neighbouring uses have any implications?

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**7i. Existing uses and Buildings:** are there any existing buildings or uses that need to be relocated before the site can be developed.

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**7j. Other:** (please specify):

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**Utilities**

**8a. Which of the following are likely to be readily available to service the site and enable its development? Please provide details where possible.**

	Yes	No	Unsure
Mains water supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mains sewerage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Electricity supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gas supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public highway	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Broadband internet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify):			
<b>8b. Please provide any further information on the utilities available on the site:</b>			

<b>Availability</b>	
<b>9a. Please indicate when the site could be made available for the land use or development proposed.</b>	
Immediately	<input type="checkbox"/>
1 to 5 years (by April 2021)	<input type="checkbox"/>
5 - 10 years (between April 2021 and 2026)	<input type="checkbox"/>
10 – 15 years (between April 2026 and 2031)	<input type="checkbox"/>
15 - 20 years (between April 2031 and 2038)	<input type="checkbox"/>
<b>9b. Please give reasons for the answer given above.</b>	

<b>Market Interest</b>
<b>10. Please choose the most appropriate category below to indicate what level of market interest there is/has been in the site. Please include relevant dates in the comments section.</b>

	Yes	Comments
Site is owned by a developer/promoter	<input type="checkbox"/>	
Site is under option to a developer/promoter	<input type="checkbox"/>	
Enquiries received	<input type="checkbox"/>	
Site is being marketed	<input type="checkbox"/>	
None	<input type="checkbox"/>	
Not known	<input type="checkbox"/>	

<b>Delivery</b>	
<b>11a. Please indicate when you anticipate the proposed development could be begun.</b>	
Up to 5 years (by April 2021)	<input type="checkbox"/>
5 - 10 years (between April 2021 and 2026)	<input type="checkbox"/>
10 – 15 years (between April 2026 and 2031)	<input type="checkbox"/>
15 - 20 years (between April 2031 and 2038)	<input type="checkbox"/>
<b>11b. Once started, how many years do you think it would take to complete the proposed development (if known)?</b>	

<b>Viability</b>			
<b>12a. You acknowledge that there are likely to be policy requirements and Community Infrastructure Levy (CIL) costs to be met which will be in addition to the other development costs of the site (depending on the type and scale of land use proposed). These requirements are likely to include but are not limited to: Affordable Housing; Sports Pitches &amp; Children's Play Space and Community Infrastructure Levy</b>			<input type="checkbox"/>
	Yes	No	Unsure
<b>12b. Do you know if there are there any abnormal costs that could affect the viability of the site e.g. infrastructure, demolition or ground conditions?</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**12c. If there are abnormal costs associated with the site please provide details:**

**12d. Do you consider that the site is currently viable for its proposed use taking into account any and all current planning policy and CIL considerations and other abnormal development costs associated with the site?**

**12e. Please attach any viability assessment or development appraisal you have undertaken for the site, or any other evidence you consider helps demonstrate the viability of the site.**

**Other Relevant Information**

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

<b>Check List</b>	
Your Details	
Site Details (including site location plan)	
Site Ownership	
Current and Historic Land Uses	
Proposed Future Uses	
Local Green Space (Only to be completed for proposed Local Green Space Designations)	
Site Features and Constraints	
Utilities	
Availability	
Market Interest	
Delivery	
Viability	
Other Relevant Information	
Declaration	

#### **14. Disclaimer**

I understand that:

Data Protection and Freedom of Information

The Data Controller of this information under the General Data Protection Regulation (GDPR)2018 / Data Protection Act 1998 will be Norfolk County Council, which will hold the data on behalf of Broadland District Council, Norwich City Council and South Norfolk District Council. The purposes of collecting this data are:

- to assist in the preparation of the Greater Norwich Local Plan
- to contact you, if necessary, regarding the answers given in your form
- to evaluate the development potential of the submitted site for the uses proposed within the form

The Site Submission response forms received as part of the Greater Norwich Local Plan Regulation 18 Consultation will be published and made available for public viewing. By submitting this form you are consenting to the details about you and your individual sites being stored by Norfolk County Council, and the details being published for consultation purposes. Any information you consider to be confidential is clearly marked in the submitted response form and you have confirmed with the Council(s) in advance that such information can be kept confidential as instructed in the Greater Norwich Local Plan: Regulation 18 “- Site Submission Guidance Notes.

See our Privacy notice here <http://www.greaternorwichlocalplan.org.uk/> for information on how we manage your personal information

#### **Declaration**

I agree that the details within this form can be held by Norfolk County Council and that those details can be made available for public viewing and shared with Broadland District Council, Norwich City Council and South Norfolk Council for the purposes specified in the disclaimer above.

Name

Date

