

HELAA – Submission Form and Guidance

Notes

This form can be used to submit or update details of land on the Council's register of land available for development. The notes below provide a guide to the information required and what types of sites will be included.

What types of land uses are being assessed?

Housing: The Council is interested in market housing and also interested in sites suitable in whole or part for:

- Affordable housing
- Supported housing or accommodation for older people
- Sites suitable for self-build plots
- Sites with potential for Gypsies, Travellers or Travelling Showpeople
- Mixed use sites

Land for economic development: The Council is interested in sites suitable for offices or business premises/ light industrial (use class B1), land for industrial sites (use class B2) or warehousing (use class B8) and other economic development uses including public and community uses, retail, built leisure and recreation facilities, arts, culture and tourism development.

Where and what sort of sites are we looking for?

The Call for Sites is not restricted to any particular location; housing sites should be capable of providing at least 5 dwellings and employment sites should be at least 0.25ha (or capable of providing a minimum of 500m² floorspace).

What to do next?

Please complete this form fully and accurately as the information provided will be used in appraising the deliverability of sites and may inform subsequent site allocations.

It is not necessary to provide commercially sensitive information but please provide as much detail as possible.

Please note, it may be necessary to make selected information provided on this questionnaire (not contact details) publicly available for the purposes of testing HELAA and other land supply evidence through public examination. Please indicate any information which you do not wish to be released for this purpose.

Once completed, please return:

- By post: Planning Policy, Reigate & Banstead Borough Council, Town Hall, Castlefield Road, Reigate, Surrey, RH2 0SH
- By email: LDF@reigate-banstead.gov.uk

Each submitted form must be accompanied with a map outlining site boundaries, preferably at a scale of 1:1250.

Site Information	
Name and address of site	Surrey Fire & Rescue Services Headquarters and Training Facility
Site area (hectares)	
Current land use <i>(please specify if any of these existing uses will be retained)</i>	B1-Office, C2-residential training school, B2/B8 Ancillary uses and D2 Non-residential training.
Known planning history <i>(Please provide details of any planning history which may be relevant to the development potential of the site)</i>	

Contact Information		
Name	Andy Stallan	
Organisation (if applicable)	WYG	
Address	Wharf House Wharf Road Guildford Surrey GU1 4RP	
Email	andy.stallan@wyg.com	
Telephone	01483579098	
Your status <i>(please tick/highlight)</i>	Private individual	
	Planning consultant	Yes
	Developer	
	Land agent	
	Other <i>(please specify)</i>	

Suitability - Proposed Development/Use		
Proposed uses and scale of development <i>(Please provide as much detail as possible regarding the density, number of units, mix of unit types/ sizes, amount of commercial floorspace etc.)</i>	Residential: <ul style="list-style-type: none"> Market Affordable (subject to viability) 	Density to be relatively high due to sustainable central location but taking into account planning and physical constraints

Suitability – Constraints	
Policy restrictions <i>(Please provide details of policy restrictions which are either directly affect the site or are in close proximity such as Green Belt, heritage)</i>	Urban Open space in part - we have requested that the boundary be amended not to include existing significant built form - as recommended by the UOS review (2016). Conservation Area in part

assets/conservation areas etc.)	
Physical restrictions <i>(Please provide details of any physical issues such as relocation/lack of utilities, unsuitable topography, contamination, dense woodland, waterbodies or surface water)</i>	Existing fire station to remain in situ
Access <i>(Please indicate how vehicular and pedestrian access would be achieved, including whether access would be reliant on a private or unadopted road)</i>	Access could be achieved from both Wray Park Road and Croydon Road.

Availability - Landownership		
Are you (or do you represent) the/a landowner for the site?	Yes	Agent
	No	
Is the freehold of the site owned by a single landowner or multiple landowners? <i>(If multiple, please state the total number of landowners)</i>	Single	
Landowner Details <i>(If you are not the landowner, or if the site is in multiple ownership, please provide the name and contact details of landowner/s).</i>	<p><i>Please Note: Responses which simply state "C/O Agent" may result in sites being considered <u>not available</u></i></p> <p>Surrey County Council</p>	
Are there any legal constraints/covenants which would prevent development of the site? <i>(If yes, please give details and describe any progress in overcoming this constraint)</i>	No	
Is any third party land required to obtain access to, or enable development of the site? <i>(If yes, please give details and any describe any progress in overcoming this constraint)</i>	No	
Is the site currently subject to any leasehold interests, occupational	Not known	

Availability - Landownership

tenancies or other third party interests/licences? <i>(If yes, please give details of any upcoming lease events (expiries/breaks) which would enable the site to be developed or give details of any strategy for obtaining vacant possession)</i>	
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Availability - Acquisition/Disposal

If you are the current landowner, do you intend to develop the site yourself?	Yes	
	No	No
If no: a) What progress has been made in disposal/sale of the site to date? <i>(Please confirm whether any of the following are in progress/in place: marketing, negotiations with prospective purchasers, agreement of terms on options/contracts)</i> b) When do you anticipate completing disposal? <i>(Date or approximate timeframe will suffice)</i>	a) Marketing shortly	
	<i>Please Note: You do not need to provide commercially sensitive information but please provide as much detail as possible.</i> c) 2018	

Achievability - Delivery

If the site was allocated or considered suitable for development, within what broad timescales would you realistically anticipate being able to bringing forward a planning application?	Within 1 year	
	1-2 years	Yes
	3-5 years	Yes
	5-10 years	
	Over 10 years	
Upon commencement, how long is the anticipated construction programme?		
	Single phase	Potentially

Achievability - Delivery		
Will the development be brought forward in a single or multiple phase(s)? <i>(If multiple, please give details)</i>	Multiple phases	Potentially
Is construction dependent upon other infrastructure works/ developments outside of your control? <i>(If yes, please give details and any anticipated timescales for carrying out these works)</i>	No	

Achievability - Viability		
Based on the latest information, is development of the site financially viable in current market conditions?	Yes	Yes subject to affordable housing viability
	Uncertain	
	No	
Is viability dependent upon negotiating a reduction in affordable housing or other contributions? <i>(If yes, please give any details of anticipated negotiation i.e. no affordable housing, part reduction in affordable housing etc.)¹</i>	Yes	Possibly
	No	

Signature:.....

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Date: ...08/11/17.

¹ For reference, this includes 30% affordable housing on sites of 15 or more net additional units and financial contributions on sites of 1-9 net units and 10-14 net units in accordance with the Affordable Housing SPD. Account should also be taken of likely s106 and CIL contributions depending upon timing.