



TORRIDGE DISTRICT COUNCIL / NORTH DEVON COUNCIL
SELF-BUILD HOUSING – REGISTER OF LAND
SITE SUBMISSION FORM

For official use only	
Ref:	_____
Rec'd:	_____
Acknl:	_____
Prcd:	_____
TDC NDC	

To promote a site for consideration to deliver self-build housing please complete this form. Please use a separate form for each site you wish to promote. You will also need to provide a site map or aerial photo showing the precise boundaries of the site, both in its entirety and the area which might be suitable for housing (if this is less than the whole). Some questions are mandatory and need to be completed in order to allow your submission. Mandatory questions are identified by an asterisk (*). It is recommended that you try to provide as much information as possible to help the Councils better assess the promoted land.

DECLARATION

The purpose of collecting this data is to compile information on land that might have the potential to deliver custom and self-build housing and facilitate the delivery of such housing.

The data you provide will be recorded in the North Devon and Torrige Self-build Register of Land ("the Register") and may be included in the Strategic Housing Land Availability Assessment (the "SHLAA"). The data recorded in the Register and SHLAA may be used by North Devon Council and Torrige District Council ("the Councils") in order to:

- identify and assess land that might have the potential to deliver self-build housing;
- assist in the preparation of a SHLAA;
- support the process of community planning and the preparation of the Local Plan; and
- contact you, if necessary, regarding the answers given through your submission.

Entries on the Register will be removed on the third anniversary of acceptance unless a request for renewal is made in writing and accepted by the Councils prior to the anniversary date. Any person with an entry on the Register may seek its removal or amendment by submitting a request in writing to the Councils.

Anonymised, collated data from the Register may be published by the Councils in reports or other publicly accessible material. No data which could reasonably be attributed to an individual on the Register will be published without consent. Subject to consent being received through the completion of the relevant question(s), personal information may be provided to relevant third parties, who have been identified as offering appropriate opportunities to deliver self-build housing projects, and/ or published/ promoted in order to facilitate the progression of relevant opportunities.

The Councils collect, store and process your personal information in accordance with the requirements of the General Data Protection Regulation (Regulation (EU) 2016/679) and Data Protection Act 2018. Our lawful basis has been determined as:

- Legal Obligation - the processing is necessary for the Council to comply with the law;
- Public Task – in relation to personal data; and
- Consent - in relation to information sharing and publicity.

The above purposes may require public disclosure of any data received by the Councils through your submission, in accordance with the Freedom of Information Act 2000.

Personal information provided on this form may be shared with third parties where we are legally obliged to do so, or where this is necessary to enable us to provide the service requested.

The Councils' privacy policies including information on your rights, how to contact the Data Protection Officers, data retention information, details of information sharing and how to provide feedback or make a complaint can be found on the privacy pages of our websites at <http://www.torrige.gov.uk/privacynotice/> and <https://www.northdevon.gov.uk/privacy/>.

I confirm that I have read, understood and accept the content of the Statement set out above.

Signed*: **Date*:**

SUBMISSIONS ON FORMS THAT ARE NOT SIGNED AND DATED WILL NOT BE ACCEPTED

1. SITE VISIT

It may be necessary for planning officers to visit the site to enable full assessment. By completing and returning this form you consent to officers of the Council (or their representatives) visiting the site in order to make this assessment. Site visits will be conducted unaccompanied wherever possible.

Where there are reasons why an unaccompanied site visit is not practicable (for instance where the site is secured and/ or not visible from a public highway), please provide details below so that alternative arrangements for a site visit can be made as appropriate.

The reason(s) that an unaccompanied site visit is not possible is/are:

The name (and contact details if different to those provided in the section below) of the person that should be contacted to arrange an accompanied site visit is:

2. SITE DETAILS

Site Address*:

Site Postcode:

Site is within: Torrridge North Devon

Site Grid Ref:

Site Size (ha):

Area suitable for
Development (ha):

Is the site in:

Single Ownership

Multiple Ownership

If in multiple ownership please specify
the number of landowners:

Has/have the landowner(s) given permission for the site to be submitted*?

Yes

No

**PLEASE ATTACH AN UP TO DATE MAP OR AERIAL PHOTOGRAPH CLEARLY SHOWING THE
PRECISE BOUNDARIES OF THE SITE, BOTH IN ITS ENTIRTY AND THE PART THAT MAY BE
SUITABLE FOR HOUSING (IF THIS IS LESS THAN THE WHOLE)**

WITHOUT THIS MAPPED INFORMATION THE SITE WILL NOT BE REGISTERED OR ASSESSED

3. ABOUT YOU

Are you:
(tick all that apply)

The Land Owner
Acting on behalf of Land Owner
Independent Third Party

Planning Agent
Registered Social Landlord
Developer

If third party or other please specify:
(i.e. Parish Council, developer, etc.)

4. LANDOWNER DETAILS

If the site is in multiple ownership please provide additional details on a supplementary form.

Title:

First Name:

Surname:

Position:

Organisation:

Address:

Postcode:

Email:

Telephone:

5. YOUR DETAILS (PROMOTER, AGENT OR OTHER THIRD PARTY) (if applicable)

If you are not the land owner but rather an agent or third party promoting the land please enter your details below:

Title:

First Name:

Surname:

Position / Role:

Organisation:

Address:

Postcode:

Email:

Telephone:

6. CURRENT AND POTENTIAL LAND USES

What is/are the current use(s) of the site:

(If the site is currently vacant or derelict please also provide details of any previous use if known)

Are there any existing planning permissions on any part of the site?

Yes No

If so, please provide details, including application numbers if known:

What type of self-build development do you think is appropriate for the site:

- Single self-build plot
- Self-build housing scheme
- 'Affordable' self-build plot/ scheme
- Housing scheme with element of self-build housing
- Other (please specify)

If other, please specify:

How many dwellings do you think could be reasonably accommodated on the site?

Total:

Self-build:

Non self-build:

Please provide any further relevant information about the form of development (i.e. numbers, mix, type, etc.) that you consider might be appropriate for the site:

7. POTENTIAL CONSTRAINTS

To the best of your knowledge are there any constraints that might impact on the site being developed? *(if so please provide appropriate details)*

Access Difficulties:
(e.g. Road network, site entrance location, etc.)

Existing Local Plan Policies:

Trees / Hedgerows:

Topography:

Local Character:

Ownership Issues:
(including multiple ownership, ransom strips, etc.)

Legal Issues:
(e.g. Covenants, etc.)

Contamination / Pollution:

Environmental Designations:
(including public rights of way)

7. POTENTIAL CONSTRAINTS (continued)

Flood Risk:

Infrastructure Requirements:

Market Viability:

Other Considerations:

Do you believe the constraints on the site can be overcome? If so please explain:

8. AVAILABILITY

Is the site immediately available for development?

Yes

No

If the site is immediately available for development, is it:

Currently for sale and being marketed (by a land agent)

Subject to an "option" to purchase by a developer

In the ownership of a developer

Other

If other, please specify

If the site is not immediately available for development, over what broad timeframe do you think it could become first available for development:

Within the next 2 years

3 to 5 years in the future

6 or more years in the future

Following on from the above, what would be your best estimate of a more precise year that the site might be available for development:

9. FURTHER INFORMATION

Please specify any other information that you believe we should be aware of when assessing the site:

10. INFORMATION SHARING

It is proposed that the Self-build Registers of Interest/Land may be used to try and match those with an interest in pursuing a self-build project with landowners who might have appropriate plots of land available to develop for housing.

Please confirm whether you provide consent to your personal information (including contact details) being made available to third parties (landowners) identified as potentially having appropriate plots available for self-build projects in the preferred locations that you have indicated; and/or published/promoted in order to facilitate the progression of relevant opportunities:

I Agree

I Decline

You may withdraw consent for your personal information to be made available to third parties for this purpose at any time by making a request in writing to either Council using the details shown below. Upon doing so, the appropriate Council will immediately cease the use of your personal information for this purpose and take all reasonable endeavours to also seek associated third parties cease to use your personal information for this purpose.

THANK YOU

Please return your completed form to either Torridge District Council or North Devon Council:

Torridge

Planning Policy
Torridge District Council
Riverbank House
Bideford
EX39 2QG

Telephone: 01237 428700

Email: localplan@torridge.gov.uk

North Devon

Planning Policy
North Devon Council
Lynton House
Commercial Road
Barnstaple
EX31 1DG

Telephone: 01271 327711

Email: localplan@northdevon.gov.uk