

**Torbay Council - Housing and Economic Land Availability Assessment (HELAA)**

**CALL FOR SITES PRO-FORMA**

Please complete this form if you are aware of a site within Torbay that you would like to be considered by Torbay Council to deliver housing and economic growth proposals. We are updating the evidence relating to this so it is important that you let us know about all potential sites, even if you have a site which is already included in the Local or Neighbourhood Plan.

A separate form should be completed for each site. Completed forms should be submitted to the Council together with a map identifying the boundaries of the site at an appropriate scale (e.g. 1:2,500). Maps can be purchased, if required, via the following link: <https://www.planningportal.co.uk/homepage/4/buy_a_plan>.

Any further detailed information you may wish to supply relating to the site and/or potential development proposals would aid the Council in its analysis of your site. The form, including the selections, can be completed electronically.

Further information can be found at [www.torbay.gov.uk/helaa](http://www.torbay.gov.uk/helaa) and the related privacy notice at www.torbay.gov.uk/helaa-pn

Completed forms should preferably be emailed to future.planning@torbay.gov.uk or alternatively posted to Strategic Planning, C/O Town Hall, Castle Circus, Torquay, TQ1 3DR.

**YOUR DETAILS**

|  |  |
| --- | --- |
| Name |  |
| Company/Organisation(if applicable) |  |
| Address |  |
| Postcode |  |
| Telephone |  |
| Email |  |

**Status (please select all that apply):**

Owner of (all or part of) the site [ ]  Land Agent [ ]

Planning Consultant [ ]  Developer Owner [ ]

Developer with an option [ ]  Developer speculative [ ]

Registered Social Housing Provider [ ]  Local Resident [ ]

Amenity/Community Group [ ]  Other (please specify below) [ ]

|  |
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**CLIENT DETAILS**

If acting on behalf of landowner/developer please provide client name and address details:

|  |  |
| --- | --- |
| Client Name |  |
| Company/Organisation(if applicable) |  |
| Address |  |
| Postcode |  |
| Telephone |  |
| Email |  |

**My client***…*

Is sole owner of the site [ ]  Owns part of the site [ ]

Do not own (or hold any legal interest in) the site whatsoever [ ]

If you are acting on behalf of someone who is not the owner or sole owner, do you know who owns the site or the remainder of it – please provide details?

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Where applicable does the owner (or other owners) support the proposals for the site?

Yes [ ]  No [ ]  Don’t know [ ]

**SITE DETAILS**

Please complete as much of this information as possible, and please also submit with this form a map identifying the boundaries of the site at an appropriate scale (e.g. 1:2,500):

|  |  |
| --- | --- |
| Site Address / location |  |
| Site Postcode |  |
| Whole Site area (hectares) |  |
| Developable Site Area (hectares) |  |
| Current use  |  |
| Availability/Location of access to the site |  |

**Planning history:**

|  |  |
| --- | --- |
| Is there any planning history (planning applications and appeal decisions, pre-application enquiries, previous submissions to (or allocated within) the Local or Neighbourhood Plan) associated with the site that you are aware of? Please note that information about previous planning applications can be found at [www.torbay.gov.uk/planningonline](http://www.torbay.gov.uk/planningonline), the Local Plan at [www.torbay.gov.uk/local-plan](http://www.torbay.gov.uk/local-plan) and Neighbourhood Plans at [www.torbay.gov.uk/neighbourhood-plans](http://www.torbay.gov.uk/neighbourhood-plans).  | Yes [ ]  No [ ]  |
| If yes, please can you provide any additional information? (Please continue on a separate sheet if necessary): |

**AVAILABILITY**

Do you know of any ownership or legal constraints which may affect the development of the site? (Please select all that apply):

|  |  |
| --- | --- |
| Ransom strips  | [ ]  |
| Tenancies  | [ ]  |
| Covenants  | [ ]  |
| None  | [ ]  |
| Other (please specify in details below) | [ ]  |
| Please provide details of any constraints noted above and how the constraints can be overcome? (Please continue on a separate sheet if necessary)  |

|  |  |  |
| --- | --- | --- |
| **Further Details** | Yes | No |
| Must land off-site be acquired to develop the site? | [ ]  | [ ]  |
| Are there any current uses which need to be relocated? | [ ]  | [ ]  |
| If not owned by a developer, is the owner willing to sell? | [ ]  | [ ]  |
| Other e.g. abnormals (please specify) | [ ]  | [ ]  |
| If yes to any of the above, please give details: |

If you consider that the site could become available for development within the next 5-10 years, please provide an expected trajectory clearly stating the number of homes (if applicable) to be delivered before **31st March** for each of the following periods:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 2020-2021 | 2021-2022 | 2022-2023 | 2023-2024 | 2024-2025 |
|  |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 2025-2026 | 2026-2027 | 2027-2028 | 2028-2029 | 2029-2030 |
|  |  |  |  |  |

Or in the longer term -

Please provide plan period and the reasons for delivery at this timescale:

**PROPOSED USES & CAPACITY**

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| To help us with the processing of information, please provide as much information as possible regarding all the potential uses you would like to promote for use on this site within the tables below. If you need to provide more information please use the separate box below or provide in a separate document.**Residential development *(please select all that apply and indicate proposed number of units for each proposed use)*** |
| Housing (C3 use)  | [ ]   | Plots for self-build  | [ ]  |
| Residential institutions (C2 use)  | [ ]   | Student accommodation  | [ ]   |
| Older people  | [ ]   | Gypsy, travellers and travelling show people  | [ ]  |
| **Potential:** |
| Capacity (number of units)  |
| Dwelling types (mix)  |
| Tenure (market/affordable/starter homes)  |
| Anticipated density (dwelling per hectare)  |

**Economic development *(please select all that apply and indicate proposed gross floor area for each proposed use (in square metres))***

|  |  |  |  |
| --- | --- | --- | --- |
| A1 (Retail)  | [ ]  | B1 (Business)  | [ ]  |
| A2 (Financial and Professional Services)  | [ ]  | B2 (General Industrial)  | [ ]  |
| A3 (Restaurants and Cafes)  | [ ]  | B8 (Storage and Distribution)  | [ ]  |
| A4 (Drinking Establishments)  | [ ]  | C1 (Hotels)  | [ ]  |
| A5 (Hot Food Takeaways)  | [ ]  | D1 (Non-residential Institutions)  | [ ]  |
| D2 (Assembly and Leisure) | [ ]  | Other (please state) | [ ]  |

Please use this box to provide any further use or capacity information:

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**SUITABILITY**

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| **Please identify if any part of the site is (please select all that apply):**  |
| Historic Park and Garden | [ ]  | Scheduled Ancient Monument  | [ ]  |
| Special Area of Conservation  | [ ]  | Flood Zone 3b  | [ ]  |
| Site of Special Scientific Interest  | [ ]  | Local Green Space  | [ ]  |
| Area of Outstanding Natural Beauty | [ ]  | Other (Please state) | [ ]  |

**To the best of your knowledge, are there any constraints which may prevent or constrain development? (Please provide brief details including how they could be mitigated if known)**

The Torbay Local Plan shows a number of designations listed above: [www.torbay.gov.uk/local-plan](http://www.torbay.gov.uk/local-plan) and Neighbourhood Plans have designated Local Green Spaces [www.torbay.gov.uk/neighbourhood-plans](http://www.torbay.gov.uk/neighbourhood-plans)

|  |  |  |
| --- | --- | --- |
| **Constraint** | Yes | No |
| Access issues (limitations or problems relating to site access or impacts on the transport network)  | [ ]  | [ ]  |
| Contamination / Pollution (unsuitable ground conditions, previous hazardous uses etc.) | [ ]  | [ ]  |
| Flood risk (such as liability of site to flooding) | [ ]  | [ ]  |
| Heritage assets (listed building, conservation area, archaeological sites) | [ ]  | [ ]  |
| Nature conservation (protected species, wildlife sites, nature reserve) | [ ]  | [ ]  |
| Physical constraints (topography, ground conditions, trees, other) | [ ]  | [ ]  |
| Utilities infrastructure (electric, gas, water, telecommunications) | [ ]  | [ ]  |
| Other e.g. abnormals (please specify) | [ ]  | [ ]  |
|  If yes to any of the above, please give details: |

**ACHIEVABILITY**

|  |  |  |
| --- | --- | --- |
|  | Yes | No |
| Is the site currently being marketed?  | [ ]  | [ ]  |
| Is the site dependent on other land assembly? | [ ]  | [ ]  |
| Is the site under options to a developer?  | [ ]  | [ ]  |
| Would the site need sub division/phasing? | [ ]  | [ ]  |
| Is forward funding finance/infrastructure required? | [ ]  | [ ]  |
| Are there any viability issues which could affect the development? | [ ]  | [ ]  |
|  If yes to any of the above, please give details |

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| Are any of the following constraints / factors likely to affect the achievability / timing of the development? *(please select all that apply)* |
| None | [ ]  |
| Contamination  | [ ]   |
| Demolition  | [ ]   |
| Flood Mitigation  | [ ]   |
| Topography or Ground Condition  | [ ]   |
| Infrastructure  | [ ]   |
| Policy requirements e.g. affordable housing? | [ ]  |
| Rights of Way, easements etc? | [ ]  |
| Market Sales capacity | [ ]  |
| Disposal/sale of other developed land portfolio  | [ ]  |
| Other (please specify): | [ ]  |

Please use this box to provide any further viability or achievability information or to explain any of the constraints or factors selected above:

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**DELIVERABILITY**

**Deliverability timescales known?**

Yes [ ]  No [ ]

If yes, please complete boxes below;

**Estimated rate of development:** This may be from estimated delivery of developers / previous history of developer’s track record or any history of barriers / non delivery or labour-force supply:

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**Evidence of progress of development:** Has there been any prior surveys carried out on site e.g. ecological, transport, flooding statements or any agreements that will help improve deliverability?

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**ADDITIONAL INFORMATION/COMMENTS**

If necessary, please use a separate sheet and attach to this form:

|  |
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|  |

In identifying such a site are you giving permission for an officer of the council to access the site in order to carry out a site visit?

Yes [ ]  No [ ]

Do you agree to being contacted by an officer of the council in relation to the land above?

Yes [ ]  No [ ]

Do you agree to these details being shared with the relevant neighbourhood forum in relation to their assessment of housing in their area?

Yes [ ]  No [ ]

**Thank you for your time. We will be in touch if we require any further information and our website will be updated throughout the Local Plan Review process**

|  |  |
| --- | --- |
| **For official use only:** |  |
| Respondent Reference | ………………… |
| Site Reference  | ………………… |
| Received  | ………………… |
| Acknowledged  | ………………… |