

To: All members of the Planning Committee

A meeting of the **Planning Committee** will be held in the Council Chamber, Town Hall, Lewes, on 11 October 2022, at 7:00pm, which you are summoned to attend.

Laura Chrysostomou
Town Clerk
4 October 2022

Agenda

1 Filming of council meetings and mobile phones

During this meeting, the public are allowed to film the committee and officers only from the front of the public gallery, providing it does not disrupt the meeting. Any items in the exempt part of an agenda cannot be filmed. If another member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking. Please switch mobile devices to silent for the duration of the meeting

2 Apologies for absence

To receive apologies from members of the committee who are unable to attend

3 Members' declarations of interests

To note any declarations of personal or prejudicial interest in items to be considered at this meeting.

4 Question time

To receive questions regarding items on this agenda. Members of the public are invited to ask questions and raise issues which are relevant and are the concern of this committee. A period of 15 minutes is allocated for this purpose. If possible, notice of intention to address the Committee should be given to the Clerk by noon the day before the meeting.

5 Minutes

To agree the minutes of the meeting held on Friday 23 September 2022 (pages 3 to 9)

6 Chairmans Announcements

To receive any announcements from the Chair of the Committee

7 Planning applications:

- 7.1 To consider the relevant sections of the lists dated 19 September 2022 (pages 10 to 11) 26 September 2022 (pages 12 to 13) and 3 October 2022 (page 14 to 15)

8 South Downs National Park Authority – Call for sites and local green spaces designation

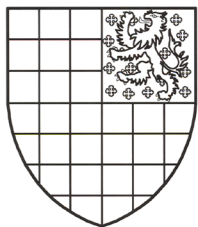
- 8.1 To consider whether the Town Council wishes to submit any sites for potential development or offsetting land to the South Down National Park Authority for consideration in the upcoming assessment of land availability. The site submission and update form refers. (pages 16 to 25)

9 Planning Training – 8 September 2022

- 9.1 For the Committee to collate key learning points from the recent planning training.

10 Miscellaneous Planning Issues

To note various contrary decisions, withdrawn applications, amendments, enquiries etc



Minutes of a Meeting of the Planning and Conservation Committee held in the Council Chamber, Town Hall, Lewes on Friday 23 September 2022 at 7.00pm

Present: Councillors S Catlin (Chair), E Clarke, R Handy, I Makepeace and M Milner

In attendance: Town Clerk and Committee Administrator

1. **Apologies:** were received from Councillor Lamb who had a previous engagement and Councillor Sains who was unwell. There had been no word from Councillor Baah
2. **Declarations of Interest:** There were none.
3. **Question Time:** There were none.
4. **Minutes:** The Minutes of the meeting held on 30 August 2022 were received and signed as a true copy.
5. **Chair's announcements:**
 - 5.1. **Planning Committee comments**
 - 5.2. The Chair has been made aware of concerns raised with the South Downs National Park Authority about Town Council comments on planning applications. The Chair reminded the Committee that one of the key points raised at the recent planning training was that comments made on planning applications must be made on material considerations and comments must be consistent. Consulting with neighbours is not a material consideration.
 - 5.3. Members were reminded that they receive planning lists on a weekly basis to allow time for research on each on application and should check against policies in the Lewes Neighbourhood Plan and South Downs Local Plan if needed.
 - 5.4. If committee members have not had time to look at an application, please ensure that any comment or contribution made is factual.
 - 5.5. **The Forecourt Court Road Car Park - SDNP/22/03583/FUL**
 - 5.6. It has been raised by a member of the Committee that comments made on the above application did not coincide with comments made on an earlier application in November 2021 where it was stated that the site is allocated for housing in the Lewes Neighbourhood Plan.

- 5.7. The Committee considered whether an additional email should be sent to the case officer with the comments made by the Committee in November 2021 in relation to the above application as detailed below:

Members noted that with extreme regret work had already started on site without planning approval and strongly object because it is preventing the use of the site for housing and the site was designated as housing in the Lewes Neighbourhood Plan (Policy PL1B, site 36). Objective 5.11 states increased density will be included where appropriate, locating housing near services, making this site highly suitable for meeting the objective (page 29).

Concern was raised about the increase of traffic, noise and highway safety, particularly considering the proximity of sheltered housing accommodation.

Members considered it an ill-thought-out application and concur with the objection from East Sussex County Council.

SD19 of the Local Plan seeks to minimise the traffic impacts of new developments and this proposal will increase its substantially.

Page 86 of the Lewes Neighbourhood Plan states the site should maximise the opportunity to improve the frontage to Court Road and provide a positive interface with woodland to south east of the site and the current proposal dismisses the Neighbourhood Plan. It also states provision should be made for easy access by bicycle and the Committee noted there was no cycle storage included in the proposals. It was unclear as to whether this use was temporary. Therefore, Members strongly object to these proposals.

- 5.8. It was resolved that:

1. The Planning Committee's comments made at their meeting on 2 November 2021 (set out below) regarding the Forecourt, Court Road Car Park be emailed to the case officer at the South Downs National Park. The comments would be in addition to the objection made by the Planning Committee at their meeting on 30 August 2022:
2. A recorded vote was requested (Standing Order 1(s) [following provisions of Local Government Act 1972 Sch12 p13 (2)]). Councillors Catlin, Clarke, Handy and Makepeace agreed to the resolutions set out in 5.8 1 above and Councillor Milner objected.

- 5.9. **Pre-Applications**

5.10. The Town Clerk advised the Committee that although their comments on pre-applications could not be submitted on the South Downs National Park portal their minutes could state that the committee has looked at the application and note if the site is in the Neighbourhood Plan.

6. Planning Applications: The committee considered the relevant sections of the lists of applications validated in the weeks commencing 29 August 2022, 5 September 2022 and 12 September 2022. Their comments are appended.

7. Miscellaneous Planning Issues:

The meeting ended at 8.11pm

Signed:

Date:

Appendix 1

Reserved matters pursuant to conditions 1, 3, 4 and 5 of outline planning permission SDNP/19/04338/OUT 43 Queens Road

Ref. No: SDNP/22/03943/REM | Received: Tue 23 Aug 2022 | Validated: Tue 23 Aug 2022 | Status: Application in Progress

Comment:

Councillors support this application

Discharge of Condition No: 18 (Contamination - Remediation Strategy) from Planning Consent SDNP/17/03100/FUL Unit 6 Malling Industrial Estate

Ref. No: SDNP/22/03949/DCOND | Received: Tue 23 Aug 2022 | Validated: Tue 23 Aug 2022 | Status: Application in Progress

Comment:

Councillors support this application

Change of use from commercial space (C1) to 2no apartments comprising of 1no one bedroom unit and 1no two-bedroom unit (C3) 191 High Street

Ref. No: SDNP/22/03578/LIS | Received: Fri 29 Jul 2022 | Validated: Tue 23 Aug 2022 | Status: Application in Progress

Comment:

Councillors objected to this application in that the minimum measures to marketing the commercial space had not been met as set out in Policy SD37 Appendix 3 Paragraph 2.4 of the South Downs Local Plan – Marketing requirements for change of use applications. Councillors also objected to the lack of natural light in the proposed basement flat.

Change of use from commercial space (C1) to 2no apartments comprising of 1no one bedroom unit and 1no two-bedroom unit (C3) 191 High Street

Ref. No: SDNP/22/03581/FUL | Received: Fri 29 Jul 2022 | Validated: Tue 23 Aug 2022 | Status: Application in Progress

Comment:

Councillors objected to this application in that the minimum measures to marketing the commercial space had not been met as set out in Policy SD37 Appendix 3 Paragraph 2.4 of the South Downs Local Plan – Marketing requirements for change of use applications. Councillors also objected to the lack of natural light in the proposed basement flat.

Replacement of front door and alterations to fenestration, soffits, and guttering

85 Paddock Lane

Ref. No: SDNP/22/03496/HOUS | Received: Tue 26 Jul 2022 | Validated: Fri 19 Aug 2022 | Status: Application in Progress

Comment:

Councillors support this application

Change of door colour, Gallows Bank Abinger Place

Ref. No: SDNP/22/04015/HOUS | Received: Fri 26 Aug 2022 | Validated: Wed 31 Aug 2022 | Status: Application in Progress

Comment:

Councillors support this application

Single storey side and front extension and garage conversion 32 South Way

Ref. No: SDNP/22/04004/HOUS | Received: Fri 26 Aug 2022 | Validated: Wed 31 Aug 2022 | Status: Application in Progress

Comment:

Councillors support this application

Installation of new timber frame outdoor cooking shelter and associated works

Pelham House St Andrews Lane

Ref. No: SDNP/22/03991/LIS | Received: Thu 25 Aug 2022 | Validated: Fri 26 Aug 2022 | Status: Application in Progress

Comment:

Councillors support this application and note that the revised location will not destroy trees

Installation of new timber frame outdoor cooking shelter and associated works

Pelham House St Andrews Lane

Ref. No: SDNP/22/03990/FUL | Received: Thu 25 Aug 2022 | Validated: Fri 26 Aug 2022 | Status: Application in Progress

Comment:

Councillors support this application and note that the revised location will not destroy trees

Installation of roller shutter door halfway down a double length car port 8 Park Drive

Ref. No: SDNP/22/04086/PRE | Received: Wed 24 Aug 2022 | Validated: Fri 02 Sep 2022 | Status: Application in Progress

Comment:

Councillors noted this application

Loft conversion from existing commercial storage area to residential studio
3 Fisher Street

Ref. No: SDNP/22/03860/FUL | Received: Wed 17 Aug 2022 | Validated: Tue 30 Aug 2022 | Status: Application in Progress

Comment:

Councillors support this application

Retention of existing temporary mobile home Ousedale House Offham Road

Ref. No: SDNP/22/03797/HOUS | Received: Fri 12 Aug 2022 | Validated: Fri 26 Aug 2022 | Status: Application in Progress

Comment:

Councillors were neutral on this application

Sign 1 - 4400 x 2200mm illuminated flexface sign, Sign 2 - 2800 x 2200mm illuminated flexface sign, Sign 3 - 1800 x 420mm aluminium tray with vinyl graphics, Sign 4 - 2mm aluminium tray with vinyl graphics, Sign 5 - A1 poster frames x 3, Sign 6 - 420 x 600mm aluminium tray with vinyl graphics, Sign 7 - 200 x 150mm vinyl graphic, Sign 8 - 4400 x 2200mm illuminated flexface sign, Sign 9 - 2800 x 2200mm illuminated flexface Sign, Sign 10 - 5000 x 1200mm illuminated flexface Sign, Sign 11 - 5000 x 1050mm illuminated flexface Sign, Sign 12 - 800 x 500mm aluminium panel with vinyl graphics, Signs 13 - Digitally printed vinyl graphics 3570 x 5000mm x 3 Southdowns Business Park, Unit 6 Brooks Road

Ref. No: SDNP/22/03758/ADV | Received: Thu 11 Aug 2022 | Validated: Wed 24 Aug 2022 | Status: Application in Progress

Comment:

Councillors objected to this application in that it is contrary to the South Downs Local Plan SD53 (2) - there will be a presumption against internally illuminated advertisements, SD48 Climate Change and Sustainable uses of Resources and is also contrary to the SDNP Dark Skies Policy.

Erection of rear composite decking with privacy screens to either side and balustrade to rear 47 South Way

Ref. No: SDNP/22/03723/HOUS | Received: Tue 09 Aug 2022 | Validated: Tue 30 Aug 2022 | Status: Application in Progress

Comment:

Councillors were neutral on this application

Erection of single storey outbuilding 12 Houndean Rise

Ref. No: SDNP/22/03505/HOUS | Received: Tue 26 Jul 2022 | Validated: Tue 30 Aug 2022 | Status: Application in Progress

Comment:

Councillors support this application although would recommend a green roof

Erection of marquee in front yard of Brewery for the Beer Festival in September
The Bridge Wharf Brewery

Ref. No: SDNP/22/03414/PA18 | Received: Mon 18 Jul 2022 | Validated: Mon 18 Jul 2022 | Status: Application in Progress

Councillors would support this application for a limited time basis to support local business and tourism in the town

Non Material Amendment to planning permission SDNP/22/01412/FUL to include slate roof above proposed kitchen to match existing roof shape, with roof lights to rear. Minor increase in footprint of small extension to rear to create a larger utility room Kilimani Cuilfail

Ref. No: SDNP/22/04131/NMA | Received: Tue 06 Sep 2022 | Validated: Tue 06 Sep 2022 | Status: Application in Progress

Comment:

Councillors note this application

Demolition of existing conservatory and construction of new front and rear single-storey extensions and raised decking to rear 5 Hamsey Crescent

Ref. No: SDNP/22/04042/HOUS | Received: Wed 31 Aug 2022 | Validated: Wed 07 Sep 2022 | Status: Application in Progress

Comment:

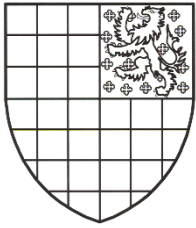
Councillors support this application and welcome the green roof

Single storey rear/side extension, air source heat pump to rear, internal alterations
11 Toronto Terrace

Ref. No: SDNP/22/03896/HOUS | Received: Thu 18 Aug 2022 | Validated: Wed 07 Sep 2022 | Status: Application in Progress

Comment:

Councillors support this application



MEMORANDUM

To: Planning and Conservation Committee

Date: 21 September 2022

Subject: Planning Applications validated for week of 19 September 2022

The following planning applications have been validated by the planning authority for the week of 19 September 2022. Full detail on these applications is available from the South Downs National Park Planning website

<https://planningpublicaccess.southdowns.gov.uk>

These will be considered by the Planning and Conservation Committee at their meeting on **11 October 2022**

Non Material Amendment to Planning Permission SDNP/22/00175/HOUS to include removal of rear extension and alteration of fenestration 8 Valence Road

Ref. No: SDNP/22/04347/NMA | Received: Thu 15 Sep 2022 | Validated: Thu 15 Sep 2022 | Status: Application Determined

Comment:

Erection of balustrading to the first-floor rear balcony 10-11 Priory Crescent

Ref. No: SDNP/22/04320/FUL | Received: Wed 14 Sep 2022 | Validated: Wed 14 Sep 2022 | Status: Application in Progress

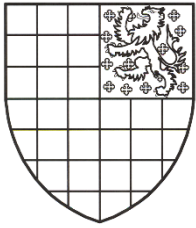
Comment:

Non Material Amendment to Planning Permission SDNP/22/00175/HOUS to include removal of rear extension and alteration of fenestration 58 Valence Road

Ref. No: SDNP/22/04347/NMA | Received: Thu 15 Sep 2022 | Validated: Thu 15 Sep 2022 | Status: Application Determined

Erection of balustrading to the first-floor rear balcony 10-11 Priory Crescent
Ref. No: SDNP/22/04320/FUL | Received: Wed 14 Sep 2022 | Validated: Wed 14
Sep 2022 | Status: Application in Progress

Comment:



MEMORANDUM

To: Planning and Conservation Committee

Date: 27 September 2022

Subject: Planning Applications validated for week of 26 September 2022

The following planning applications have been validated by the planning authority for the week of 26 September 2022. Full detail on these applications is available from the South Downs National Park Planning website

<https://planningpublicaccess.southdowns.gov.uk>

These will be considered by the Planning and Conservation Committee at their meeting on **11 October 2022**

Various repairs/alterations to west-facing first floor bedroom window

Fairhall Southover High Street

Ref. No: SDNP/22/04432/PRE | Received: Sun 18 Sep 2022 | Validated: Sun 18 Sep 2022 | Status: Application in Progress

Comment:

Discharge of condition 3 of planning application SDNP/20/04043/LIS to provide a schedule of external materials, finishes and samples The Castle Lodge

Ref. No: SDNP/22/04368/DCOND | Received: Fri 16 Sep 2022 | Validated: Fri 16 Sep 2022 | Status: Application in Progress

Comment:

Discharge of condition 3 of planning application SDNP/20/04042/HOUS to provide a schedule of external materials, finishes and samples The Castle Lodge

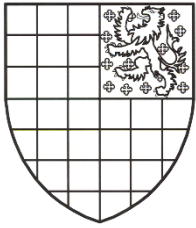
Ref. No: SDNP/22/04367/DCOND | Received: Fri 16 Sep 2022 | Validated: Fri 16 Sep 2022 | Status: Application in Progress

Comment:

Demolition of existing building (sui generis) and construction of three mixed-use buildings with 685m2 of commercial floorspace at ground floor level (Use Class E) 30 selfcontained flats (C3) ,communal landscaped areas, 24 car parking spaces and 73 cycle parking spaces SIG Roofing Site Davey's Lane

Ref. No: SDNP/22/03867/PRE | Received: Thu 11 Aug 2022 | Validated: Mon 05 Sep 2022 | Status: Application in Progress

Comment:



MEMORANDUM

To: Planning and Conservation Committee

Date: 5 October 2022

Subject: Planning Applications validated for week of 3 October 2022

The following planning applications have been validated by the planning authority for the week of 3 October 2022. Full detail on these applications is available from the South Downs National Park Planning website

<https://planningpublicaccess.southdowns.gov.uk>

These will be considered by the Planning and Conservation Committee at their meeting on **11 October 2022**

Garden works including the creation of new flower beds, two patio areas, new paths with pavers and gravel and the erection of 1no pergola 50 Prince Edwards Road
Ref. No: SDNP/22/04362/FUL | Received: Fri 16 Sep 2022 | Validated: Tue 20 Sep 2022 | Status: Application in Progress

Comment:

Retrospective application for the conversion and extension of double garage into ancillary annex and storage room 9 Hawkenbury Way
Ref. No: SDNP/22/04263/HOUS | Received: Mon 12 Sep 2022 | Validated: Thu 22 Sep 2022 | Status: Application in Progress

Comment:

Erection of single-storey rear extension, demolition of existing single-storey rear extension, installation of air source heat pump, and alterations to fenestration 30 Cluny Street
Ref. No: SDNP/22/04130/HOUS | Received: Tue 06 Sep 2022 | Validated: Mon 26 Sep 2022 | Status: Application in Progress

Comment:

Replacement front windows and door 2 Cluny Street

Ref. No: SDNP/22/03968/HOUS | Received: Wed 24 Aug 2022 | Validated: Thu 29 Sep 2022 | Status: Application in Progress

Comment:

Erection of a part two-storey and part single storey rear extension, loft conversion, addition of driveway with dropped kerb 3 Eridge Green

Ref. No: SDNP/22/03852/HOUS | Received: Wed 17 Aug 2022 | Validated: Fri 16 Sep 2022 | Status: Application in Progress

Comment:

South Downs National Park Authority Land Availability Assessment



Site submission and Update Form

Please use this form to submit, or update information on, potential development land or offsetting land to the South Downs National Park Authority for consideration in the upcoming assessment of land availability.

The following land uses will be considered:

1. Residential including:
 - New homes (*sites must be able to accommodate an estimated yield of 5 dwellings or more*),
 - Specialised care (*C2 residential institutions*)
 - Self and custom build homes (*sites must be able to accommodate an estimated yield of 5 dwellings or more*), and
 - 100% affordable homes (*no minimum yield threshold*)
2. Permanent or transit accommodation for Gypsies, Travellers and Travelling Showpeople
3. Economic development, for example offices, manufacturing and warehousing (*sites must be a minimum of 0.25 ha or able to accommodate 500 square metres of floorspace*)
4. Renewable energy (*non-domestic scale projects*)
5. Biodiversity Net Gain offsetting
6. Nutrient offsetting

We will also consider mixed use proposals.

To find out if your site is in the National Park please follow this web link: [Do I live in the National Park? - South Downs National Park Authority](#). We are only able to assess sites in the South Downs National Park (SDNP). If your site is partly outside the SDNP, please flag this when completing the form and we will liaise as appropriate with the neighbouring authority.

- **A separate form must be completed for each site that you wish to put forward**
- **Please complete as many parts of the form as possible**
- **A map is required at a suitable scale, showing the boundary of the site accurately**

Please submit your sites to us by 23:59 on Wednesday 28 September. Please contact us if you have a problem meeting this deadline.

More information on the LAA can be found at www.southdowns.gov.uk/CallForSites2022

I. Your Details

Information Required	Response
Name of proposer	
Organisation (if applicable)	

Information Required	Response
Agent details (if applicable)	
Status (what is your/your client's interest in the land?)	
Main contact address	
Main contact telephone number	
Main contact email	
If you are not the landowner and are able to provide landowner information, please provide this here.	

2. Site Details

Information required	Response
Site address/location (include as much detail as possible)	
Is this a previously submitted site? If yes, please provide the site name and site reference number (if known)	
Site area (hectares)	
Is the site previously developed land as defined in glossary of the NPPF 2021?	
What is the current use of the site?	

Information required	Response
<p>To your knowledge, has the site been subject to any planning application, prior notification procedure, or pre-application enquiry?</p> <p>If yes, please provide details including planning references.</p>	
<p>Would the landowner consider a smaller part of the site in the event the full site area submitted is determined not to be deliverable or developable for this Local Plan Review? (Please answer Yes or No)</p>	

The following land uses will be considered:

1. Residential including:
 - New homes (*sites must be able to accommodate an estimated yield of 5 dwellings or more*),
 - Specialised care (*C2 residential institutions*),
 - Self and custom build homes (*sites must be able to accommodate an estimated yield of 5 dwellings or more*), and
 - 100% affordable homes (*no minimum yield threshold*)
2. Permanent or transit accommodation for Gypsies, Travellers and Travelling Showpeople
3. Economic development, for example offices, manufacturing and warehousing (*sites must be a minimum of 0.25 ha or able to accommodate 500 square metres of floorspace*)
4. Renewable energy (*non-domestic scale projects*)
5. Biodiversity Net Gain offsetting
6. Nutrient offsetting

Information Required	Response
<p>Is your proposal for a single use?</p>	<p>Please delete as appropriate Yes / No If yes. Please complete the relevant table in section three for the land use being proposed.</p>
<p>Is your proposal for a mixed use scheme?</p>	<p>Please delete as appropriate Yes / No If yes. Please complete two or more of the relevant tables in section three for the land uses being proposed.</p>

3. Site Proposals

Please complete the relevant table from (a) to (f) for the type of development or offsetting proposed for this site.

(a) Residential

Information Required	Response
What type(s) of residential development would you envisage: (houses, flats, specialised care home for older persons or other needs, 100% affordable housing, self and custom build homes, permanent or transit traveller pitches or travelling showpersons plots, etc.)? Please state approximate proportion of each type, if known.	
How many dwellings / units would you envisage on the site?	

(b) Gypsy, Traveller and Travelling Showpeople

Information Required	Response
What type of provision is proposed?	Select as applies: <ul style="list-style-type: none"> • Gypsy and Traveller pitches • Travelling Showpeople plots • Other accommodation for Gypsies, Travellers or Travelling Showpeople. Please specify.
How many Gypsy and Traveller pitches or Travelling Showpeople plots would you envisage on the site?	

(c) Economic development

Information Required	Response
Provide a description of the type(s) of the economic development you would you envisage (e.g. offices, workshops, light industrial units, warehousing etc.)?	
Please provide approximate amount of each development type (measured in square metres)	

(d) Renewable energy (non-domestic scale projects)

Information Required	Response
<p>Provide a description of the type(s) of renewable energy you would you envisage (e.g. solar, wind turbine etc.)</p> <p>If you have additional technical information, such as a Landscape and Visual Impact Assessment, please provide details and attach to this form.</p>	
<p>Please provide approximate amount of each type of renewable energy (please include the number of units)</p>	
<p>For wind turbines, please state the proposed height and energy output (measured in kW)</p>	
<p>If known, please confirm whether the site has the ability to connect to the grid in terms of proximity to, and capacity of nearest substation or transmission line.</p> <p>If 'no' please provide further details in the response box.</p>	

(e) Biodiversity Net Gain offsetting

Information Required	Response
<p>Provide a description of the existing land use(s)</p>	
<p>Provide a description of the existing habitat(s) present</p>	
<p>If known, please outline your intentions for habitat enhancement or creation on the site to deliver an uplift in biodiversity credits.</p> <p>If you have additional technical information, such as a BNG Metric assessment, please provide details and attach to this form.</p>	

(f) Nutrient offsetting

Information Required	Response
Provide a description of the existing land use(s)	
Provide a description of the existing habitat(s) present	
<p>If known, please outline the nature of the offsetting proposal i.e. wetland creation, or taking land out of agricultural use for woodland, wood pasture or other habitat management etc.</p> <p>If you have additional technical information, such as an assessment of how many nutrient credits your site could provide, please provide details and attach to this form.</p>	

4. Site Ownership

Information Required	Response
Are you (or is your client) the landowner? (answer 'yes'/'no')	
If 'no', please name the owner(s) or state if the owner(s) are unknown	
If you are not the owner, please give details of your interest in the land.	
Are you the sole or part owner of the land? If you are a part owner, please name the other owners and your relationship to them.	

5. Site Availability

Information Required	Response
<p>Please indicate, to the best of your knowledge, when the site will be available for development/offsetting (taken from the time the site is submitted)</p>	<p>Select as appropriate:</p> <ol style="list-style-type: none"> 1. Within 1 – 5 years, 2. Within 6 – 10 years, 3. Within 11-15 years, or 4. By 2040.

6. Possible Constraints to Development or Offsetting

Please consider the following potential issues and advise if you are aware of any that relate to the submitted site and, if possible, outline what could be done to overcome these constraints, and impact on timing of on-site delivery?

Please review the criteria that will be used as a basis for assessing sites. The criteria are set out in the LAA methodology. Appendix Table A-1 sets out overarching criteria for all types of land use. Table A-2 sets out further criteria for particular types of development and offsetting. The LAA methodology can be viewed at the following weblink: www.southdowns.gov.uk/CallForSites2022

Possible Constraint	Response
<p>Landscape, heritage, and biodiversity constraints (Initial indication only – these types of constraints will need careful assessment in relation to all sites.)</p>	
<p>Access constraints (e.g. lack of road frontage or physical obstructions)</p>	
<p>Topography or ground conditions (steep slopes etc.)</p>	
<p>Flooding & drainage issues</p>	
<p>Legal issues / covenants (ransom strips, allotments, multiple ownership)</p>	
<p>Infrastructure needs</p>	

Possible Constraint	Response
Contamination / hazards	
Neighbouring or nearby land use issues	
Other	

7. Additional Information

Please outline why you consider the site is suitable for the proposed use, and provide any additional information which may assist in the site assessment. Please also list any attachments (for example, photographs or Word documents) to your submission in this box.

Free text box to set out additional information

8. Officer Site Visit

A planning officer may require access to the site to undertake an assessment. The site visit does not need to be accompanied by the landowner unless this is required for reasonable access to the site, or specifically requested by the landowner or their representative. Please provide necessary details below.

Information Required	Response
Is it necessary for any officer site visit to be accompanied (answer 'yes'/'no')	
Contact details for arranging site visit	
Are there any obstacles to gaining access on a site visit? Please give relevant details	

FINALISING YOUR SUBMISSION

As a reminder, before finalising your submission, please check you have addressed the following:

- **A separate form must be completed for each site that you wish to put forward**
- **Please complete as many parts of the form as possible**
- **A map is required at a suitable scale, showing the boundary of the site accurately**

DISCLAIMER

The assessment process and outputs do not allocate sites for development. In seeking the submission of sites for development, the National Park Authority is making no commitment in respect of which sites will be allocated. The allocation of sites will be determined through either the South Downs National Park Local Plan Review or neighbourhood development plans. The identification of potential development sites does not imply that planning permission would be granted.

DATA PROTECTION STATEMENT

The information collected in this response form will be used by the National Park Authority, as part of its public task, to inform the Land Availability Assessment and subsequent local plan-making processes, and in addition the brownfield sites register. This information will then be retained until it is superseded. **All sites that are submitted will be public and will be published on the SDNPA website.** By responding you are accepting the information within your response, may be made available to the public. Any personal information provided (names, addresses, phone numbers, email addresses or other contact details) will not be made public. Your personal information may be passed to other formally constituted plan making bodies (such as a parish council) where such bodies are using the evidence base for the purposes of their plan making. Please let us know if you do not wish for your information to be shared in this way.

You may ask us to remove your personal data from the register at any time. To do this please contact the South Downs Planning Policy team using the details below.

All information held by the South Downs National Park Authority may be subject to release under the Freedom of Information Act. If any information included is sensitive and you would like to have the opportunity to object to its release in the event of a Freedom of Information request, please contact us.

Further details on how we manage your information, including your rights under the GDPR, are available in our Privacy Notice <https://www.southdowns.gov.uk/national-park-authority/transparency/privacy-statement-2/>

	Please tick here to confirm you have read and agree to submit your information in accordance with the disclaimer and data protection statement.
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Information required	Response
Print Name	
Date	

Please return this form to:

planningpolicy@southdowns.gov.uk

or

Planning Policy Team
South Downs National Park Authority
South Downs Centre
North Street
Midhurst
West Sussex
GU29 9DH

**For further information, please see the
Call for Sites webpage at:**

www.southdowns.gov.uk/CallForSites2022