

Site Submission Form:

Cannock Chase Local Plan 2026 – 2046



Please complete this form if you wish to submit land for consideration in the preparation of the next Local Plan or to retain existing sites within the SHLAA and/or ELAA.

The Council invites landowners, developers and other interested parties to put sites forward for consideration in the new local plan to meet future needs of the area. Alongside the submission of new sites, we are requesting any updates to information on existing sites within the SHLAA and/or ELAA inclusive of sites allocated within the Local Plan 2018 – 2040.

We would advise that you read through the questions before starting to complete the form to ensure that responses are provided to those applicable to your site.

Submitting a Site

Please only provide the information as requested on the form, the Council reserves the right to not review any information at this stage that is not considered relevant, additional information may be requested at a later stage by the Council.

The submitted information will not be confidential and will be made publicly available via reports such as the SHLAA and/or ELAA and any further documents associated with the development of the Local Plan and the Council's interactive map, these will be available on the Council's website.

You must provide an up-to-date map showing the precise boundaries of the site in its entirety and the part that you are proposing for development clearly outlined, preferably in red. Where available GIS Shapefiles or GeoPackages can be provided to the Council alongside PDF maps. **Without mapping information, we are unable to register the site.**

This form has two parts to complete:

- Part A: Personal Details
- Part B: Site Details
- Part C: Site Mapping

Completed forms can be submitted by email to:
planningpolicy@cannockchasedc.gov.uk

Or returned via post to: Planning Policy, Cannock Chase Council, Civic Centre, Beecroft Road, Cannock, WS11 1BG

How your submission will be used

We will acknowledge receipt of your submission and may contact you for further information if required. Additionally, we will fully consider responses for the next stage of the plan-making process, although the Council will not engage through individual correspondence. Details of submitted sites will be included in the SHLAA

and/or ELAA (in accordance with the monitoring period) and Brownfield Land Register (where applicable) which are updated and published annually.

Your comments and information relating to the submitted site, such as site address, size and proposed use, will be published as part of the SHLAA/ELAA and Brownfield Land Register, any personal details will not be published.

By submitting this form you are also providing your consent for us to retain your details on the Planning Policy Consultation Database, to keep you up-to-date with progress on the Plan and other consultations, unless you request that we do not do so by ticking this box (where an agents details are provided these will be used as point of contact): ☐

Protecting your Privacy

We believe you should always know what data we collect from you and how we use it, and that you should have meaningful control over both. Cannock Chase Council are the data controller and you can find our Privacy Notice on the Council's Website: <https://www.cannockchasedc.gov.uk/council/about-us/data-protection/data-protection-privacy-notice>

If you have any queries or would like to unsubscribe from receiving information, then please contact planningpolicy@cannockchasedc.gov.uk

Part A: Personal Details

Name/Organisation:

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Address:

Address Line 1	
Address Line 2	
Address Line 3	
Town	
Postcode	

Phone Number:

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Email Address:

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Where an agent has been appointed to promote the site, please provide the following details:

Agent Name:

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Company Name (where relevant)

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Agent Address:

Address Line 1	
Address Line 2	
Address Line 3	
Town	
Postcode	

Agent Phone Number:

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Agent Email Address:

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If you have completed this form as an agent or on behalf of another person, please confirm that they have given their consent for you to do so by ticking the box.
Without this consent we will not be able to accept comments as being valid. ☐

I am:

- ☐ Owner of the site
- ☐ Planning Consultant/Land Agent
- ☐ Developer

- ☐ Parish Council
- ☐ Amenity/Community Group
- ☐ Registered Social Landlord

Other (Please specify:

I (or my client):

- ☐ Is the sole owner of the site
- ☐ Is part owner of the site
- ☐ Does not own (or hold any legal interest) in the site whatsoever

Please provide a copy of the title plan or deeds of the site alongside this submission; to enable the Council to confirm you own the land ownership you are providing in this submission. If you cannot or have not provided a copy, please explain why.

If you do not provide a copy of the title plan or deeds and have provided no explanation as to why not, you will be contacted and asked to provide the information.

If you are not the owner, or own only part of the site, do you know who owns the site or its other parts? Please provide details:

Does the owner (or other owners) support future development on the site?

- ☐ Yes
- ☐ No
- ☐ Unsure

Part B: Site Details

This part is split into different sections please complete the sections as relevant to your site if you site is an allocation within the Local Plan 2018 – 2040 please complete **section 1 only**, the Council will contact you if additional information is required.

Section 1: Site Allocations with the Local Plan 2018 – 2040

Local Plan Site Reference and Name:

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Site Address:

Address Line 1	
Address Line 2	
Address Line 3	
Town	
Postcode	

Site Area (Hectares) if different from current allocation:

Total Site Area	Net Developable Area (if different to the total site area)

Type of development/allocation:

- ☐ Residential
- ☐ Employment
- ☐ Mixed
- ☐ Gypsy, Traveler and Travelling Showpeople

Is the proposed capacity of the site consistent with the allocation:

- ☐ Yes
- ☐ No
- ☐ Unsure

If no or unsure, what is the proposed capacity:

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Description and current use of the site:

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Have any applications been submitted on the site?

☐ Pre-Application

☐ Planning Application

What is the current availability of the site: over what broad time frame do you anticipate that the site could become available for the commencement of development

☐ Works Commenced

☐ 5 – 10 years

☐ Immediately

☐ 10 – 15 years

☐ 1 – 5 years

☐ 15 years or more

Please provide any relevant information on the current site status and where applicable any ongoing works:

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Section 2: Existing SHLAA and/or ELAA Sites

SHLAA/ELAA Reference:

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Site Name:

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Site Address:

Address Line 1	
Address Line 2	
Address Line 3	
Town	
Postcode	

OS Grid Reference (centre of site):

Easting	
Northing	

Site Area (Hectares) if different:

Total Site Area	Net Developable Area (if different to the total site area)

Type of development proposed (please tick all that apply):

- ☐ Residential
- ☐ Employment
- ☐ Gypsy, Traveler and Travelling Showpeople

Is the proposed capacity of the site consistent with the existing SHLAA/ELAA entry:

- ☐ Yes
- ☐ No
- ☐ Unsure

If no or unsure, what is the proposed capacity:

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Description and current use of the site:

What is the current availability of the site: over what broad time frame do you anticipate that the site could become available for the commencement of development

- | | |
|--|---|
| ☐ Works Commenced | ☐ 5 – 10 years |
| ☐ Immediately | ☐ 10 – 15 years |
| ☐ 1 – 5 years | ☐ 15 years or more |

Please indicate what level of market interest there is/has recently been in the site:

- | | |
|--|---|
| ☐ Site is owned by a developer | ☐ Site is being marketed |
| ☐ Site is under option to a developer | ☐ None |
| ☐ Enquiries received | |

Please provide any further details:

Please provide any relevant updates to the information contained within the current SHLAA/ELAA:

Section 3: New Sites

If you are proposing the site for mixed use development, please complete both the residential and employment sections.

Site Name:

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Site Address:

Address Line 1	
Address Line 2	
Address Line 3	
Town	
Postcode	

OS Grid Reference (centre of site):

Easting	
Northing	

Site Area (Hectares):

Total Site Area	Net Developable Area (if different to the total site area)

Previous and Current Land Uses:

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Type of Site:

- ☐ Greenfield
- ☐ Brownfield
- ☐ Mixed

If mixed, please provide the approximate area that is brownfield:

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For brownfield sites, or brownfield parts of mixed sites, please tick the statements that apply:

- The land is or was occupied by a permanent structure ☐
- The land is within the curtilage of a permanent structure and does not include any land that is not curtilage land ☐
- The land is or has not been occupied by agricultural or forestry buildings ☐
- The land is not a former minerals or waste disposal site with restoration conditions ☐
- The land is not a residential garden, park, recreation ground or allotment in a built-up area ☐
- The land may have been previously developed but the remains of the permanent structure have not blended into the landscape in process of time ☐

Please indicate what level of market interest there is/has recently been in the site:

- | | |
|--|---|
| ☐ Site is owned by a developer | ☐ Site is being marketed |
| ☐ Site is under option to a developer | ☐ None |
| ☐ Enquiries received | |

Please provide any further details:

What is the current availability of the site: over what broad time frame do you anticipate that the site could become available for the commencement of development

- | | |
|---------------------------------------|---|
| ☐ Immediately | ☐ 10 – 15 years |
| ☐ 1 – 5 years | ☐ 15 years or more |
| ☐ 5 – 10 years | |

Please provide any further details. If you have indicated that the site is not immediately available, please explain why:

Please provide details of any relevant planning history for the site (including application numbers):

Proposed Site Use

Please provide details of the proposed use of the site in the following section.

Are you promoting the site for residential development?

☐ Yes

☐ No

If yes, please select from the list below the proposed housing types (tick all that apply):

☐ Market Housing

☐ Sheltered Homes

☐ Affordable Housing

☐ Live / work units

☐ Self-Build

☐ Starter Homes

☐ Adult Residential Institutions with care (C2 use)

☐ Gypsy and Traveler Pitches

☐ Travelling Showpeople Plots

Other, please specify:

Please provide an estimate of how many homes could be built on the site, if known. If different types of housing are planned, include a breakdown where possible.

Are you promoting the site for employment development?

☐ Yes

☐ No

If yes, please select from the list below the proposed employment use (tick all that apply):

☐ Offices (Eg)

☐ Storage and Distribution (B8)

☐ General Industrial (B2)

Other, please specify:

Click or tap here to enter text.

If known, please provide details of the proposed floorspace (in square meters) for each use that could be delivered on the site:

Click or tap here to enter text.

Site Suitability

The Council needs to know if the site is or likely to be affected by any of the following constraints. This will be checked against the information the Council holds internally, so if you are unsure on any point this is not an issue.

Constraint	Yes	No	Unsure
Additional land is required to deliver this site	☐	☐	☐
Current use /user needs to be relocated	☐	☐	☐
Site is located in the Green Belt	☐	☐	☐
Site is located in the National Landscape (formerly AONB)	☐	☐	☐
Site is designated as Strategic Green Space Network	☐	☐	☐
The site contains designated open space or playing fields	☐	☐	☐
The site is designated as a RAMSAR or Special Area of Conservation (SAC)	☐	☐	☐
The site contains a Site of Biological Importance/SSSI/Local Nature Reserve or other ecological designation	☐	☐	☐
The site is located within or abutting/adjacent to a Conservation Area	☐	☐	☐
The site contains or abutting/adjacent to a Listed Building	☐	☐	☐
The site contains Tree Preservation Orders (TPOs)	☐	☐	☐
AS Public Right of Way (PRoW) crosses or adjoins the site	☐	☐	☐
The site is located within Flood Zones 2 or 3	☐	☐	☐
The site has a landfill or historic landfill present	☐	☐	☐
The site has contaminated land or stability issues	☐	☐	☐
The site contains utilities infrastructure (such as pylons, gas pipelines etc.)	☐	☐	☐

Please provide any relevant information of potential measures that could be implemented to address any of the above that you have answered yes to:

Click or tap here to enter text.

Further to the above, if the site contains either of the following, please provide additional information.

Existing trees or other landscape features are present:

Click or tap here to enter text.

Ecological features or areas of biological importance:

Click or tap here to enter text.

Please tell us which of the following utilities are available to the site, tick all that are known to be available:

☐ Mains water supply

☐ Gas supply

☐ Mains sewerage

☐ Public highway

☐ Electricity

☐ Landline telephone/internet

Other, please specify:

Click or tap here to enter text.

☐ I am unsure if any of the above are available to the site

Does the site have a suitable access point to allow future development?

☐ Yes

☐ No

☐ Unsure

If yes, please provide details

Click or tap here to enter text.

Part C: Mapping

Please confirm the provision of a map with the site boundary, ideally at a scale of 1:1250 ☐

If you are providing a GIS Shapefile or GeoPackage alongside the map please tick to confirm ☐

Submissions cannot be accepted without a map of the site boundary