

Call for Sites 2021 - Guidance Note

What is the Call for Sites?

A Call for Sites exercise forms part of the legal duty to prepare and review the emerging Sevenoaks District Local Plan. The Council is inviting local residents, landowners, developers, businesses and other interested parties to submit sites for potential future development within Sevenoaks District.

We have split the Call for Sites into two parts – stage 1 and stage 2 (more on this below).

Why are we doing a Call for Sites now?

The emerging Local Plan is being reviewed to take account of new government guidance, updated housing requirements, the challenges of climate change and changes brought about by COVID-19. As part of this review the Council is updating its evidence base on suitable and available land for a range of uses including housing, older persons housing, build to rent and employment. The Call for Sites exercise is an opportunity for local residents, landowners, developers, businesses and other interested parties to submit sites for potential future development within Sevenoaks District.

The Call for Sites will help us to update our evidence base of potentially suitable and available land for a range of possible uses. The National Planning Policy Framework (NPPF) requires councils to maintain an up-to-date evidence base of potentially available land.

What sites can be submitted?

Sites can be put forward for a range of uses including:

- Housing (including self & custom build, older persons housing, build for rent and affordable housing);
- Employment;
- Gypsy & Traveller pitches;
- Retail; and
- Mixed-use (a combination of above uses).
- We will need to know if your site is available now, in the next 1-5 years, 6-10 years or even 11-15 years and beyond.

Stage 1 – what does this mean?

The Stage 1 Call for Sites seeks to identify sites that are located within settlements and not in the Green Belt.

You can submit sites fitting this criteria now.

Stage 2 – what does this mean?

Following an assessment of the Stage 1 outcomes, a Stage 2 Call for Sites will seek to identify sites located in the Green Belt.

You will be able to submit sites fitting this criteria from 25 November 2021.

How do I know if my site is located within a settlement or in the Green Belt?

You can check the location of your site using [our interactive map](#).

Alternatively, please see the District-wide map at the end of this Guidance Note.

How long will the Call for Sites be open?

The deadline for the Call for Sites is 5pm on 20 January 2022.

You can submit sites located within settlements (Stage 1) now. Sites located in the Green Belt can be submitted from 25 November 2021.

Please note, if your site is not located within a settlement you will need to wait until the Stage 2 Call for Sites opens on 25 November 2021 in order to submit your site. If you submit it before 25 November, your submission will not be accepted.

How do I submit a site?

The easiest and quickest way to submit your site is using our online form. Alternatively you can download a PDF form to complete, and email it to sites@sevenoaks.gov.uk or post it to Planning Policy, Sevenoaks District Council, Council Offices, Argyle Road, Sevenoaks, Kent, TN13 1HG.

Please provide as much detail and information as possible in your submission. All submissions will go through a validation process and we will contact you if we require further information.

I submitted a site previously, do I have to re-submit my site?

Yes. If you submitted your site to us as part of the 2015-2018 Call for Sites, or even before then as part of the Core Strategy (2011) or Allocations and Development Management Plan (2015) you will need to submit your site again using the new form. This ensures we assess sites based on the most up to date information available.

How will my site be assessed?

Sites will be subject to a detailed assessment to evaluate whether they are suitable, available and achievable for future development, and ultimately if they are deliverable or developable, in accordance with the guidance set out in the 'Housing and Economic Land Availability Assessment' section of the Government's Planning Practice Guidance.

Site assessments will be published in the Strategic Housing and Economic Land Availability Assessment (SHELAA), a key evidence base for Local Plan making, and made available on the Council's website in due course.

Any brownfield sites that are submitted will also be considered for inclusion in the Council's [Brownfield Land Register](#) which is updated annually, in December.

Regular updates on the emerging Local Plan and the associated evidence base will be presented to the meetings of the [Development and Conservation Advisory Committee](#).

Any further questions?

If you have any further queries or questions in relation to the Call for Sites please email the Planning Policy Team at sites@sevenoaks.gov.uk or call 01732 227000.

