



# Danbury Neighbourhood Plan

## Our Parish, Our Future

### Strategic Land Availability Assessment – Call for Sites Developer Guidance Notes on the Submission Process

As part of the preparation of Danbury's Neighbourhood Plan, the Neighbourhood Plan Steering Group is looking to explore possible areas of land for future development within the Danbury Neighbourhood Plan (DNP) area.

We invite you to submit details of any land which you would like to be considered for future development through the Neighbourhood Plan. All types of development and all land use proposals will be considered.

Landowners and Agents should refer to [www.danburyneighbourhoodplan.com](http://www.danburyneighbourhoodplan.com) to download the documents needed in the Submission.

This process will run from 31st July for 6 weeks and completed Submissions Forms must be received by 9am on the 11th September 2017.

Submissions must be made using the DNP SLAA Submission Form 2017 which is a Word document. If prompted, *Enable Editing* within Word to allow you to complete the Word document. Other forms of submission will be returned.

If you have a site for consideration in the Danbury Neighbourhood Plan (DNP) please complete the Submission Form and provide as much detail as you can. Please use one form per site.

If you submitted a site or sites to Chelmsford City Council (CCC) Local Plan Call for Sites you do not need to submit that site to DNP or re-submit the site to CCC unless you have made changes to the CCC submission. CCC will ask you to allow them to give us your contact details. In the meantime, please confirm your contact details direct to DNP.

An OS based map must be included showing the site with a red line around its boundary. If you fail to provide a map your submission will not be processed.

Incomplete forms may not be accepted and may delay the processing of your site.

**ALL SUBMISSIONS MUST BE SENT BY EMAIL TO [danburynp@gmail.com](mailto:danburynp@gmail.com)**

Submission of a site does not mean that the site will be allocated for development in the Danbury Neighbourhood Plan. This process is simply a way of helping us to establish what sites could potentially be made available for development in the future for the Danbury Neighbourhood Plan Steering Group to consider in the process of developing a new Neighbourhood Plan.

**All submissions should be received no later than 9 AM on Monday, 11 September 2017. Late submissions will not be accepted.**

If you have any questions please contact Lesley Michelmore (01245) 225111 or email [danburynp@gmail.com](mailto:danburynp@gmail.com)