

Greater Norwich Call for Sites Submission Form

FOR OFFICIAL USE ONLY	
Response Number:	
Date Received:	

This form is to be filled out by any interested parties who want to promote a site for a specific use or development to be allocated in the Greater Norwich Local Plan.

Only one form should be submitted for each individual site i.e. it is not necessary for a separate form to be completed for each landowner on a single site in multiple ownerships. However, a separate form must be completed for each individual site submitted.

Your completed form should be returned to the Greater Norwich Local Plan team no later than **5pm on Friday 8 July 2016**.

By email: callforsites@gnlp.org.uk

Or, if it is not possible submit the form electronically,

By Post to:

Greater Norwich Local Plan Team
PO Box 3466
Norwich
NR7 7NX

The responses received as part of the Greater Norwich Local Plan Call for Sites will be published and made available for public viewing. By submitting this form you are consenting to the details about you and your individual site(s) being stored by Norfolk County Council and shared with Broadland District Council, Norwich City Council and South Norfolk District Council, and that the details of the site will be published for consultation purposes.

Further advice and guidance can be obtained by visiting the Greater Norwich Local Plan website or by contacting the Greater Norwich Local Plan team directly:

Website: www.greaternorwichlocalplan.org.uk

E-mail: callforsites@gnlp.org.uk

Telephone: 01603 306603

1a. Contact Details

Title	
First Name	
Last Name	
Job Title (where relevant)	
Organisation (where relevant)	
Address	
Post Code	
Telephone Number	
Email Address	

1b. I am...

Owner of the site	Parish/Town Council
Developer	Community Group
Land Agent	Local Resident
Planning Consultant	Registered Social Landlord
Other (please specify):	

1c. Client/Landowner Details (if different from question 1a)	
Title	
First Name	
Last Name	
Job Title (where relevant)	
Organisation (where relevant)	
Address	
Post Code	
Telephone Number	
Email Address	

2. Site Details	
Site location / address and post code (please include as an attachment to this response form a location plan of the site on an scaled OS base with the boundaries of the site clearly shown)	
Grid reference (if known)	
Site area (hectares)	

Site Ownership		
3a. I (or my client)...		
Is the sole owner of the site	Is a part owner of the site	Do/Does not own (or hold any legal interest in) the site whatsoever
3b. Please provide the name, address and contact details of the site's landowner(s) and attach copies of all relevant title plans and deeds (if available).		
3c. If the site is in multiple landownerships do all landowners support your proposal for the site?	Yes	No
3d. If you answered no to the above question please provide details of why not all of the sites owners support your proposals for the site.		

Current and Historic Land Uses		
4a. Current Land Use (Please describe the site's current land use e.g. agriculture, employment, unused/vacant etc.)		
4b. Has the site been previously developed?	Yes	No

4c. Describe any previous uses of the site. (please provide details of any relevant historic planning applications, including application numbers if known)

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Proposed Future Uses

5a. Please provide a short description of the development or land use you proposed (if you are proposing a site to be designated as local green space please go directly to question 6)

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5b. Which of the following use or uses are you proposing?

Market Housing	Business & offices	Recreation & Leisure
Affordable Housing	General industrial	Community Use
Residential Care Home	Storage & distribution	Public Open Space
Gypsy & Traveller Pitches	Tourism	Other (Please Specify)

5c. Please provide further details of your proposal, including details on number of houses and proposed floorspace of commercial buildings etc.

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5d. Please describe any benefits to the Local Area that the development of the site could provide.

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Local Green Space

If you are proposed a site to be designated as Local Green Space please complete the following questions. These questions do not need to be completed if you are not proposing a site as Local Green Space. Please consult the guidance notes for an explanation of Local Green Space Designations.

6a. Which community would the site serve and how would the designation of the site benefit that community.

6b. Please describe why you consider the site to be of particular local significance e.g. recreational value, tranquillity or richness in wildlife.

Site Features and Constraints

Are there any features of the site or limitations that may constrain development on this site (please give details)?

7a. Site Access: Is there a current means of access to the site from the public highway, does this access need to be improved before development can take place and are there any public rights of way that cross or adjoin the site?

7b. Topography: Are there any slopes or significant changes of in levels that could affect the development of the site?

7c. Ground Conditions: Are ground conditions on the site stable? Are there potential ground contamination issues?

7d. Flood Risk: Is the site liable to river, ground water or surface water flooding and if so what is the nature, source and frequency of the flooding?

7e. Legal Issues: Is there land in third party ownership, or access rights, which must be acquired to develop the site, do any restrictive covenants exist, are there any existing tenancies?

7f. Environmental Issues: Is the site located next to a watercourse or mature woodland, are there any significant trees or hedgerows crossing or bordering the site are there any known features of ecological or geological importance on or adjacent to the site?

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7g. Heritage Issues: Are there any listed buildings, Conservation Areas, Historic Parklands or Schedules Monuments on the site or nearby? If so, how might the site's development affect them?

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7h. Neighbouring Uses: What are the neighbouring uses and will either the proposed use or neighbouring uses have any implications?

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7i. Existing uses and Buildings: are there any existing buildings or uses that need to be relocated before the site can be developed.

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7j. Other: (please specify):

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Utilities

8a. Which of the following are likely to be readily available to service the site and enable its development? Please provide details where possible.

	Yes	No	Unsure
Mains water supply			
Mains sewerage			
Electricity supply			
Gas supply			
Public highway			
Broadband internet			

Other (please specify):	
8b. Please provide any further information on the utilities available on the site:	

Availability	
9a. Please indicate when the site could be made available for the land use or development proposed.	
Immediately	
1 to 5 years (by April 2021)	
5 - 10 years (between April 2021 and 2026)	
10 – 15 years (between April 2026 and 2031)	
15 - 20 years (between April 2031 and 2036)	
9b. Please give reasons for the answer given above.	

Market Interest		
10. Please choose the most appropriate category below to indicate what level of market interest there is/has been in the site. Please include relevant dates in the comments section.		
	Yes	Comments
Site is owned by a developer/promoter		
Site is under option to a developer/promoter		
Enquiries received		

Site is being marketed		
None		
Not known		

Delivery	
11a. Please indicate when you anticipate the proposed development could be begun.	
Up to 5 years (by April 2021)	
5 - 10 years (between April 2021 and 2026)	
10 – 15 years (between April 2026 and 2031)	
15 - 20 years (between April 2031 and 2036)	
11b. Once started, how many years do you think it would take to complete the proposed development (if known)?	

Viability			
12a. You acknowledge that there are likely to be policy requirements and Community Infrastructure Levy (CIL) costs to be met which will be in addition to the other development costs of the site (depending on the type and scale of land use proposed). These requirements are likely to include but are not limited to: Affordable Housing; Sports Pitches & Children’s Play Space and Community Infrastructure Levy			
	Yes	No	Unsure
12b. Do you know if there are there any abnormal costs that could affect the viability of the site e.g. infrastructure, demolition or ground conditions?			
12c. If there are abnormal costs associated with the site please provide details:			
12d. Do you consider that the site is currently viable for its proposed use taking into account any and all current planning policy and CIL considerations and other abnormal development costs associated with the site?			

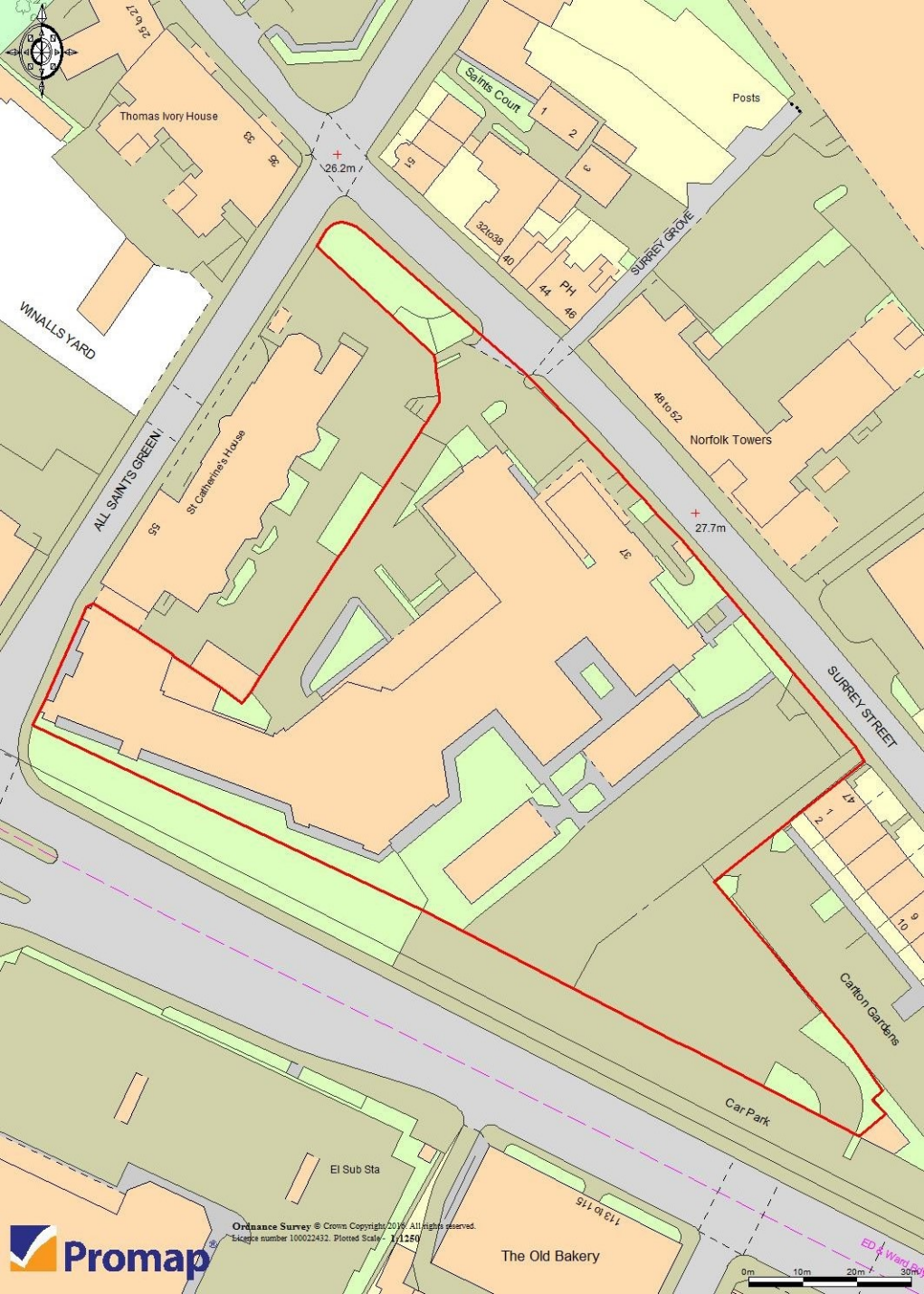
12e. Please attach any viability assessment or development appraisal you have undertaken for the site, or any other evidence you consider helps demonstrate the viability of the site.

Other Relevant Information

13. Please use the space below to for additional information or further explanations on any of the topics covered in this form

Check List	
Your Details	
Site Details (including site location plan)	
Site Ownership	
Current and Historic Land Uses	
Proposed Future Uses	
Local Green Space (Only to be completed for proposed Local Green Space Designations)	
Site Features and Constraints	
Utilities	
Availability	
Market Interest	
Delivery	
Viability	
Other Relevant Information	
Declaration	

14. Declaration	
<p>I understand that:</p> <p>Data Protection and Freedom of Information</p> <p>The Data Controller of this information under the Data Protection Act 1998 will be Norfolk County Council, which will hold the data on behalf of Broadland District Council, Norwich City Council and South Norfolk District Council. The purposes of collecting this data are:</p> <ul style="list-style-type: none"> • To assist in the preparation of the Greater Norwich Local Plan • To contact you, if necessary, regarding the answers given in your form. • To evaluate the development potential of the submitted site for the uses proposed within the form. <p>Disclaimer</p> <p>The responses received as part of the Greater Norwich Local Plan "Call for Sites" will be published and made available for public viewing. By submitting this form you are consenting to the details about you and your individual sites being stored by Norfolk County Council, and the details being published for consultation purposes. Any information you consider to be confidential is clearly marked in the submitted response form and you have confirmed with the Council(s) in advance that such information can be kept confidential as instructed in the Greater Norwich Local Plan Call for Sites Response Form Guidance Notes.</p> <p>I agree that the details within this form can be held by Norfolk County Council and that those details can be shared with Broadland District Council, Norwich City Council and South Norfolk District Council for the purposes specified in this declaration.</p>	
Name	Date



Thomas Ivory House

Saints Court

Posts

+ 26.2m

WNALLS YARD

SURREY GROVE

ALL SAINTS GREEN

St Catherine's House

48 to 52
Norfolk Towers

+ 27.7m

SURREY STREET

Carlton Gardens

Car Park

El Sub Sta

The Old Bakery

Ordnance Survey © Crown Copyright 2015. All rights reserved.
Licence number 100022432. Plotted Scale - 1:1250

 Promap

0m 10m 20m 30m
ED + Went Es

8 July 2016

Greater Norwich Local Plan Team
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Norwich
NR7 7NX

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London, W1U 8LT
emma.andrews@portaplanning.com
020 7148 5600
07920 144471

By Email

Our reference: l-eja-plan rep-07071616

Dear Sir

THE GREATER NORWICH CALL FOR SITES

We are instructed by Aviva Plc to put forward Sentinel House, Surrey Street, in response to the Greater Norwich Call For Sites consultation. We attach to this letter the completed response form that provides further information on the site and OS 'red line plan' that identifies the extent of the site.

Aviva plc

Aviva is the largest insurance group in the United Kingdom and provides life insurance, general insurance, health insurance and asset management to 33 million customers, across 16 markets worldwide. Aviva paid out £30.7 billion in benefits and claims in 2015 and, through its asset management business, manages over £289 billion in assets. Aviva's shares are listed on the London Stock Exchange and is a member of the FTSE100 index. The Aviva brand was launched in 2002, following a merger of CGU and Norwich Union in 2000. However, the company has long standing roots in Norwich dating back to 1797, when Norwich Union was originally founded.

Headquartered in London, Aviva employs over 16,000 staff throughout the United Kingdom. Aviva has substantial offices in Norwich, York, Perth, Sheffield and Bristol. In Norwich, the Company has been consolidating its activities on the 'Island' site on Surrey Street, which accommodates over 3,000 staff. Sentinel House is currently vacant and is being marketed by BNP Paribas Peel Estate.

Sentinel House

Sentinel House is located with the defined Norwich City Centre area, which is identified in the adopted Local Plan (2014) as the main focus in the sub-region for retail, leisure and office development, with housing and educational development also considered to add to the vibrancy of the Centre. The site is also within an 'Office Development Priority Area' (Policy DM19).

Sentinel House comprises a 5-storey office building dating from the late 1980s and a lower ground floor car park, which provides approximately 75 spaces. The building forms part of the City Centre office complex of Aviva Insurance, which is acknowledged as the City's largest employer.

The main entrance to the property is on the south side of Surrey Street. There is a long south wing fronting onto the inner ring road, Queens Road, and an east wing, which faces an undeveloped, gravel surfaced strip of land used as an Aviva staff car park. The lower ground floor contains approximately 75 car parking spaces, cycle storage and service areas with access from Surrey Street, and adjoining surface car park.

The property is located in an area that is situated within but on the periphery of the City Centre. It is therefore mixed-use in character, but with predominantly office and residential uses in the immediate vicinity. Adjacent to the property is Norfolk Tower, which is 11-storeys in height and on the north-western boundary St Catherine's House, which is Grade II* listed. There are other locally listed buildings on Surrey Street and All Saints Green.

To the north of the property is Norwich Bus Station and other retail stores including Sainsbury's, John Lewis and Marks and Spencer. Aviva has already vacated the two towers on St Stephens Street and Bignold House on Surrey Street.

Planning Context

The Council's online planning history records shows that the building therefore has a lawful Class B1(a) office use and the lower ground car park is related to the office function of Sentinel House.

Planning permission was granted on 6 March 1987 for the "*Redevelopment of the site to provide a 4/5 storey office building (14,230 m²), lower ground floor car park (75 spaces), storage and service areas with access from Surrey Street*" (application reference: 4861100/F).

With regard to the surface car park a Certificate of Lawful Use was granted on 1 February 2012 for the "*Continued use of the surface car park as ancillary to the main use of Sentinel House*" (application reference: 11/02164/CLE). Other applications for the site relate to operational matters such as shelters, footpath lighting and satellite dishes.

Sentinel House is located in a high-profile location on the inner ring road and to the south of the St Stephens regeneration area. The property is identified as being a building within the City Centre Conservation Area and is located in an area designated for mixed office and residential development.

In addition, the surface car park area is subject to site specific policy designation POLICY CC29: Land at Queens Road and Surrey Street – mixed use development. Land at Queens Road and Surrey Street is allocated for office led mixed use development to include an element of residential development. It is identified that the site should be developed in line with the design principles set out in the St Stephens Street area outline masterplan. The site is also in close proximity to the Alumno development site (adjoining the bus station) that has recently come forward to provide a high quality student housing scheme comprising the development and refurbishment of Grade II listed buildings and the provision of a landscaped public square and gardens.

Representation

We consider that the site has potential for a range of alternative uses suitable to a Town Centre location.

The National Planning Policy Framework (NPPF) states there should be a presumption in favor of sustainable development. For plan making this means that '*Local Planning authorities should positively seek opportunities to meet the development needs of their area*' (Paragraph 14).

The NPPF also sets out 12 core principles which are central to the planning system and should underpin plan making and decision making. These principles include the effective use of land by re-using land that has been previously developed (brownfield land); promoting mixed use development and contributing to conserving and enhancing the natural environment (Paragraph 17).

In relation to town centre development, the NPPF seeks to promote healthy and vibrant town centres. It states that '*In drawing up Local Plans, local planning authorities should:*

- *Recognise town centres as the heart of their communities and pursue policies to support their viability and vitality*
- *Allocate a range of suitable sites to meet the scale and type of retail, leisure, commercial, tourism, cultural, community and residential development needed in town centres. It is important that need for retail, leisure, office, and other main town centre uses are met in full and are not compromised by limited site availability...(Paragraph 23)*

The site presents an opportunity to be allocated for town centre uses to contribute to the vitality and vibrancy of the town centre and the enhancement of the built environment to deliver long term sustainable development.

This approach would be consistent with the above planning policies. The allocation of the site would also complement the existing designation of the surface car park site which is allocated for office led mixed use development and other regeneration projects coming forward in the area.

Redevelopment would also be consistent with Government policy in the NPPF, which seeks to release employment uses for alternative uses in specific circumstances (paragraph 22).

Should you have any queries or wish to discuss any aspect of this representation, please do not hesitate to contact Emma Andrews or Henrik Dorbeck.

Yours faithfully

A handwritten signature in black ink that reads "E Andrews." The signature is written in a cursive, slightly slanted style.

Emma Andrews
Partner

Enc

- 1) Completed Call for Site Form
- 2) OS Site Plan