

Borough Council of
**King's Lynn &
West Norfolk**



The Borough Council of King's Lynn & West Norfolk Call for Sites Guidance Notes provide general guidance that all respondents. Respondents should also be aware of specific guidance on how to complete the form.

All respondents are encouraged to read the **BCKLWN Call for Sites Form 2026 Guidance Notes** thoroughly before submitting a site for consideration. If you have any questions relating to the Call for Sites, or these guidance notes, then please contact the Borough Council of King's Lynn & West Norfolk Local Plan team via email at local.plan@west-norfolk.gov.uk.

Progress within the survey will be saved, provided you access the survey later through the same device and browser.

Contact details

1. Organisation or Respondent Name*

2. E-mail*

3. Phone

4. Are You...*

☐

Owner of the site

☐

Developer

☐

Land Agent

☐

Parish/ Town council

☐

Community Group

☐

Local resident

☐

Registered Provider

☐

Other

5. Site Name & Location (address and post code)*

Please be as specific as possible (e.g "Land adjacent to 58 Station Road" rather than "land off Station Road")

6. Please indicate the area of the site*

Please attach your site to the email alongside this completed form as an ordinance survey location map with an included site boundary and scale

For guidance, please provide A PDF or hard copy of a plan clearly showing the site boundary with a red line (at a scale no less than 1:2500).

7. Site ownership*☐

I am the sole owner

☐

Is a part owner of the site

☐

Has a legal interest in the land

☐

No legal interest in the land

8. If you are not the sole owner, please provide relevant contact details below for site's landowner(s). Otherwise skip.

Land Use

9. Current/ Most Recent Land Use (Please describe the site's current land use e.g. agriculture, employment, unused/vacant etc.)*

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

11. Which of the following use or uses are you proposing?*

☐

Market Housing

☐

Business & office

☐

Recreation & Leisure

☐

Affordable Housing

☐

General industrial

☐

Community Use

☐

Residential Care Home

☐

Storage & distribution

☐

Public Open Space

☐

Land for Biodiversity

☐

Tourism

☐

Local Green Space (please refer to question 11a)

☐

Custom & Self Build

☐

Land for Gypsies, Travellers and Travelling Showpeople

☐

Renewable Energy

☐

Other

Local Green Space

If you are proposing a site to be designated as **Local Green Space** please complete the following question (**Question 11a.**). Question 11a **does 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' for more information. Additionally, please refer to the [National Planning Policy Framework](#) for more information regarding Local Green Spaces.

11a. Local Green Space: Justification

Please explain why you are proposing this land as **Local Green Space**.

Site Features and Constraints

12. Site Access or Main Point of Access*

(e.g 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. Are there any public rights of way that cross or adjoin the site?)

13. Known Constraints: Site Topography and Ground Conditions Etc.*

(e.g are there any slopes or significant changes of in levels that could affect the development of the site? Ground water considerations?)

(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?)

14. Neighbouring Uses:

What are the neighbouring uses and will either the proposed use or neighbouring uses have any implications?

15. Any Other Considerations of Note?

(please specify)

Utilities

16. 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★	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Mains sewerage★	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Electricity supply★	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Gas supply★	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Public highway★	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Broad band internet★	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

17. Please provide any further information on the utilities available on the site:

18. Land Proposed for Development: Availability

Please indicate when the site could be made available for the land use or development proposed.

	Select one option
Immediately	<input type="radio"/>
1 - 5 years	<input type="radio"/>
6 - 10 years	<input type="radio"/>
11 - 15 years +	<input type="radio"/>

18a. Please give reasons for the answer given above.

19. Market Interest

Please choose the most appropriate category below to indicate what level of market interest there is/has been in the site.

	Select one option
Site is owned by a developer/ promoter	<input type="radio"/>
Site is under option to a developer/ promoter	<input type="radio"/>
Enquiries received	<input type="radio"/>
Site is being marketed	<input type="radio"/>
None	<input type="radio"/>
Not known	<input type="radio"/>

19a. Please Provide Relevant Dates for the Question Above

20. Delivery

Please indicate when you anticipate the proposed development could be begun.

	Select one option
Up to 5 years	<input type="radio"/>
6 - 10 years	<input type="radio"/>
11 - 15 years +	<input type="radio"/>

20a. Once started, how many years do you think it would take to complete the proposed development (if known)?

Viability

21. 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?*

<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Unsure
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21a. If there are abnormal costs associated with the site please provide details:

22. 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?*

☐ Yes

☐ No

☐ Unsure

Other Relevant Information

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

Declaration

Declaration*

I understand that:

Data Protection and Freedom of Information

The Data Controller of this information under the Data Protection Act 1998 will be the Borough Council of King's Lynn & West Norfolk. The purposes of collecting this data are:

- To assist in the preparation of the Local Plan Review
- 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.

Disclaimer

The responses received as part of the Local Plan Review "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 the Borough Council of King's Lynn & West Norfolk, 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 in advance that such information can be kept confidential as instructed in Local Plan Review Call for Sites Response Form Guidance Notes.

I agree that the details within this form can be held by the Borough Council of King's Lynn & West Norfolk for the purposes specified in this declaration.

☐ Yes

Before you submit your form...

Checklist

! You have reached the end of the Call for Sites Form. Please check that all relevant questions have been answered correctly before continuing.

☐ Your Details

☐ Site Details

☐ Land Uses

☐ Site Features and Constraints

☐ Utilities

☐ Availability, Market Interest, & Delivery

☐ Viability

☐ Other Relevant Information

☐ Declaration

Thank you for completing our 'Call for Sites' Form. Please send the completed form and a site map, as stated in Q6, to: **local.plan@west-norfolk.gov.uk**.

Produced by Borough Council of King's Lynn & West Norfolk Planning Policy Team