Self-build and Custom Housebuilding Act 2015 & The Self-build and Custom Housebuilding (Register) Regulations 2016

Register Form 2

Information required from associations

Introduction

The Government wants to enable more people to build or commission their own home and requires specified local authorities to keep a register of individuals and associations of individuals who are seeking to acquire serviced plots of land in the authority's area. A serviced plot of land is defined in the regulations as being one that has access to a public highway and connections for electricity, water and waste water.

Parts A and B of this form request information that is required by the regulations. Not all of this information will be published on the register but the Council needs to be satisfied that the eligibility criteria are met and that any house built will be the sole or main residence of an individual, or in the case of an association, the sole or main residence of all the individuals making up the association.

The information that regulations indicate must be published on the register is:

(a) in the case of an individual, the name and address of the individual;
(b) in the case of an association—
   (i) the name and address of the association;
   (ii) the name and address (if different from that of the association) of the lead contact;
   (iii) the number of serviced plots of land in the relevant authority's area the members of the association are seeking to acquire; and
(c) in all cases, the date on which the entry in the register was made.

Part C of the form requests further information to enable the Council to gain a full picture of the demand for serviced plots but does not form part of the criteria for determining any application for entry on the register.
Self-build usually means that you are directly involved in organising the design and construction of your new home.

Custom build usually means working with a specialist developer to help you deliver your home.

There may be some overlap between the two for example some custom build developers offer the option of a serviced plot where you can design and build your own home as part of a larger scheme.

An “association” means an association of individuals and includes a body corporate on behalf of an association of individuals.

You will need to meet the eligibility criteria as an individual or as an association. Associations meet the eligibility criteria if each member of the association meets all the eligibility requirements set out below.

You can apply to Preston City Council for entry in the register. If you are an individual complete Form 1. If you are a member of an association complete Form 2.

Completed forms and accompanying documents can be submitted to the Council in the following ways:

**By email:** Completed copies of the form and copies of accompanying documents can be sent by email to planningpolicy@preston.gov.uk

**By post or in person:** Copies of the form and copies of accompanying documents (*Please do not send or bring originals*) can be sent or brought to:

Planning Policy  
Preston City Council  
Town Hall  
Lancaster Road  
Preston  
PR1 2RL

Once you have submitted a completed application for entry in the register the Council must determine this application within 28 days of the date that the application was received.

If you are eligible for entry in the register the Council will make an entry in the register and notify you giving you a unique reference number. If the Council determines an applicant is not eligible for entry in the register we must notify you and give reasons.
A. Contact Details.

A1. Association details

Name of Association........................................................................................................

Address:

Number......................................................

Address Line 1..............................................................................................................

Address Line 2..............................................................................................................

Town/Village/City.........................................................................................................

Postcode..............................................

A2. Lead contact details

First Name....................................................................................................................

Surname/Family name...................................................................................................

Telephone Number......................................................................................................

Email............................................................................................................................

Address:

Number......................................................

Address Line 1..............................................................................................................
B. Eligibility.

An individual is eligible for entry in the register if that individual is—
(a) aged 18 or over;
(b) a British citizen, a national of an EEA State other than the United Kingdom, or a national of Switzerland; and
(c) seeking (either alone or with others) to acquire a serviced plot of land in the relevant authority’s area to build a house to occupy as that individual’s sole or main residence.

An association is eligible for entry in the register if each member of the association meets all of the eligibility requirements for an individual set out above.

B1. Date of Birth of Lead Contact

To confirm that you are aged 18 or over please tick and provide a copy of one of the following:

<table>
<thead>
<tr>
<th>Primary Identification Documents</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Passport</td>
<td>□ UK issued biometric resident permit</td>
</tr>
<tr>
<td>□ UK photo driving licence</td>
<td>□ Northern Ireland electoral ID card</td>
</tr>
<tr>
<td>□ EEA identity card</td>
<td>□ Birth Certificate</td>
</tr>
</tbody>
</table>
B2. Nationality of Lead Contact

To confirm that you are a British Citizen, a national of an EEA State other than the UK, or a national of Switzerland please tick and provide a copy of one of the following:

<table>
<thead>
<tr>
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</tr>
<tr>
<td>☐ EEA identity card</td>
<td></td>
</tr>
</tbody>
</table>

B3. Information about the site you are seeking

Are you seeking (either alone or with others) to acquire a serviced plot of land in Preston to build or commission the building of a house to occupy as their sole or main residence?

Yes ☐ No ☐

Please provide eligibility information for all members of the association on the form attached as Appendix 1 to this form. Please complete a separate form for each member.
C. Further Information about you and the type of site/scheme you are interested in.

C1a. How many members are there in the association?

Number of members: 

C1b. How many serviced plots are members of the association seeking to acquire in Preston?

Number of plots: 

C2. Connection to Preston

Please indicate, by ticking the relevant box(es), if any members of the association have any connection with Preston and indicate how many in each category. Please tick all that apply.

Live in Preston now □ Number of members..............................
Previously lived in Preston □ Number of members..............................
Employed in Preston □ Number of members..............................
Have relatives in Preston □ Number of members..............................
Retiring to Preston □ Number of members..............................
### C3. Location

Please indicate where you would be interested in a self-build or custom build project.

<table>
<thead>
<tr>
<th>□ Preston Urban Area</th>
<th>□ Cottam Hall</th>
<th>□ North West Preston (West of the A6)</th>
<th>□ Eastway/ D'Urton Lane</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Broughton</td>
<td>□ Barton</td>
<td>□ Grimsargh</td>
<td>□ Goosnargh/ Whittingham</td>
</tr>
<tr>
<td>□ Woodplumpton/ Catforth</td>
<td></td>
<td></td>
<td>Other (please specify)</td>
</tr>
</tbody>
</table>

### C4. Type of Scheme

Please indicate what type of scheme your association would be interested in (tick one box)

- Single plots □
- Plots on a larger scheme □
- Community/collective self-build □

### C5. Type of Property

What type of property are your association interested in? (tick all that apply) and indicate potential numbers

<table>
<thead>
<tr>
<th>Property Type</th>
<th>□</th>
<th>Number…………………………………………</th>
</tr>
</thead>
<tbody>
<tr>
<td>Terraced house</td>
<td>□</td>
<td>Number…………………………………………</td>
</tr>
<tr>
<td>Semi-detached house</td>
<td>□</td>
<td>Number…………………………………………</td>
</tr>
<tr>
<td>Detached house</td>
<td>□</td>
<td>Number…………………………………………</td>
</tr>
<tr>
<td>Semi-detached bungalow</td>
<td>□</td>
<td>Number…………………………………………</td>
</tr>
<tr>
<td>Detached bungalow</td>
<td>□</td>
<td>Number…………………………………………</td>
</tr>
<tr>
<td>Apartment/flat</td>
<td>□</td>
<td>Number…………………………………………</td>
</tr>
<tr>
<td>Other (please specify)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
C6. Household size

How many people live in each household? Please enter a number in each box:

<table>
<thead>
<tr>
<th>Household 1:</th>
<th>Household 2:</th>
<th>Household 3:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Household 4:</td>
<td>Household 5:</td>
<td>Household 6:</td>
</tr>
<tr>
<td>Household 7:</td>
<td>Household 8:</td>
<td>Household 9:</td>
</tr>
<tr>
<td>Household 10:</td>
<td>Household 11:</td>
<td>Household 12:</td>
</tr>
</tbody>
</table>

Please provide the same information in the box below for any additional households above 12:

C7. Parking

Please indicate car parking requirement (tick all that apply) and indicate potential numbers

- No parking space required □ Number………………………………….
- Space for one car □ Number………………………………….
- Space for 2+ cars □ Number………………………………….
- Garage □ Number………………………………….

C8. Outside space

Please indicate how much outside space is required and the potential number of properties for each category

- No outside open space □ Number………………………………….
- Home and small garden □ Number………………………………….
- Home and large garden □ Number………………………………….
C9. Building timetable

Please indicate how long it would take you to start on site if a serviced plot became available (tick one box)

- Under 6 months
- 6-12 months
- 12-18 months
- 18-24 months
- Over 24 months

D. Amendments to the register and removal from the register

An individual or association entered in the register can apply to amend this entry. Please contact planningpolicy@ Preston.gov.uk to amend an entry giving your register reference number. The Council will amend your entry within 28 days of receiving this request.

An individual or association entered in the register can apply to remove an entry on the register. Please contact planningpolicy@ Preston.gov.uk to remove an entry giving your register reference number. The Council will remove your entry within 28 days of receiving this request.
APPENDIX 1

ELIGIBILITY INFORMATION FOR EACH MEMBER OF THE ASSOCIATION:

Please copy and fill in separately for each member of the association

Name of Association…………………………………………………………………………………..

A. Contact Details

First Name........................................................................................................................

Surname/Family name........................................................................................................

Telephone Number............................................................................................................

Email.................................................................................................................................

Address:

Number....................................................

Address Line 1..................................................................................................................

Address Line 2..................................................................................................................

Town/Village/City..............................................................................................................

Postcode.................................
B. Eligibility

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B3. Information about the site you are seeking

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Yes ☐ No ☐