

Site appraisal process

Setting up

Arrange suitable time for
3 members of PC
District Planner
RHE
Possibly RSL

Identify Sites

Identify potential exception sites on map and write verbal description of site location

Means of identifying

- HNS list of sites
- Councillors local knowledge
- Plan of village
- Observation

Complete Site appraisal template ([link](#))

Issues to be covered

- Access
- Flooding Drainage
- Proximity to existing settlement and facilities

Dealing with landowners

Identify landowners – with addresses from PC

Contact landowners (standard letter – [link](#))

Taking sites forward

Develop planning view on order of preference

Get Highways opinion

Get Environment Agency on flood risk

Complete appraisal process

Select best site

Feedback to owners

Feedback to PC

Feedback to District enabler

Select RSL (see separate process) [link](#)

Update target/records