



Ribble Valley
Borough Council

www.ribblevalley.gov.uk

RIBBLE VALLEY BOROUGH COUNCIL SELF-BUILD AND CUSTOM HOUSE BUILDING REGISTER APPLICATION FORM (INDIVIDUAL)

Please complete this form to apply for entry onto the self-build and custom housebuilding register for Ribble Valley. Some of the questions are mandatory and need to be completed in order to allow your application to proceed. Mandatory questions are identified by an asterisk (*). It is recommended that you provided as much information as possible to help the Councils better assess your self-build preferences and requirements.

To register you need to meet the following criteria:

- 1) You must be aged over 18;
- 2) You must be a British citizen, a national of an EEA State other than the United Kingdom, or a national of Switzerland; and
- 3) You must want to acquire a serviced plot of land to build a house to occupy as you sole or main home.

In addition you should meet one of our local connection criteria below:

- 1) Currently living in the borough for more than 10 years.
- 2) Currently living in the borough and have done so continually for between 5 to 10 years.
- 3) Currently living in the borough and have done so continually for a minimum of 12 months.
- 4) Currently permanently employed in the borough for a minimum of 12 months and are employed for a minimum of 18 hours per week paid or unpaid; or
- 5) Persons who at least one of the adult applicants have next of kin who have lived in the borough continually for a minimum of five 5 years. Next of kin for the purposes of this clause shall be defined as mother, father, brother, sister or adult children.
- 6) Persons who are former residents of the borough who have moved away from the borough because of a lack of affordable housing in the borough.

Members of the Armed Forces and ex-service personnel will be deemed as having met this required.

Once we have received your completed form we will:

- 1) determine your application to be included on the register within 28 days of receiving it;
- 2) if the application is eligible, Ribble Valley Borough Council will invoice £65.60 per application. Once payment has been received, we will make an entry on the register and let you know that this has been done in writing. If the application is from an association, we will only notify the lead contact as identified in the application (*an alternative application form for associations is available on our website*); and
- 3) if the application is not eligible we will write to you to explain the reasons within 28 days of determining the application. If the application is from an association, we will only notify the lead contact as identified in the application.

Any person with an entry on the Register may seek its removal or amendment by submitting a request in writing to the Council.

DECLARATION

The purpose of collecting this data is to identify and manage interest in custom/self-build projects and potential custom/self-build opportunities. The data you provide will be recorded in the Ribble Valley and Custom House Building Register of Interest ("the Register").

The data recorded in the Register may be used by Ribble Valley Borough Council "the Council") in order to:

- establish the scope and nature of the need for custom/self-build housing within their respective areas; and
- facilitate the delivery of custom/self-build housing projects.

Anonymised, collated data from the Register may be published by the Council in reports or other publicly accessible material. No data which could reasonably be attributed to an individual on the Register will be published without explicit consent.

Subject to explicit consent being received to the relevant questions as part of an individual submission, contact information recorded on the Register may be provided to relevant third parties who have been identified as potentially offering appropriate opportunities to deliver custom/self-build housing projects.

The information is collected by the Council as data controller(s) in accordance with the data protection principles in the Data Protection Act 1998. The above purposes may require public disclosure of any data received by the Councils through your submission, in accordance with the Freedom of Information Act 2000.

I confirm that I have read, understood and accept the content of the Statement set out above:

Signed*:

Date*:

FORMS WILL NOT BE ACCEPTED IF:

THEY ARE NOT SIGNED AND DATED

PART 1 – MANDATORY INFORMATION

A. SELECT REGISTER*

Application is for entry in the register of:
(tick all that apply)
Ribble Valley

B. YOUR DETAILS*

Title: First Name:

Surname:

Address:

Postcode:

Email:

Contact Telephone:

Nationality:

Date of Birth:

Do you want to acquire a serviced plot of land to build a house to occupy as your sole or main residence?
Yes No

Please sign and date on the first page before submitting. A typed signature is acceptable.

PART 2 – REQUEST FOR ADDITIONAL INFORMATION

A. YOUR HOUSEHOLD'S REQUIREMENTS

In order to help us understand the demand for self and custom build housing in Ribble Valley, it would be helpful if you could answer these additional questions.

How many adults (age 16+) would you anticipate living in the new self-build property?

How many children / dependents (under 16) would you anticipate living in the new self-build property?

On the basis of the information provided above, how many bedrooms would you anticipate being required in the new self-build property?

Would the property be likely to require wheelchair adaptation?

Yes No

Would the property be likely to require level (step-free) access?

Yes No

PART 2 – REQUEST FOR ADDITIONAL INFORMATION

A. YOUR HOUSEHOLD’S REQUIREMENTS (continued)

Which of the following features would you seek from your new self-build property?

	Essential	Desirable
Private garden		
Private terrace / balcony		
Private Garage(s)		
Allocated Parking Space(s)		
Other feature(s)		

If other, please specify:

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Time and Effort

Most self-build projects involve the commitment of many hours over a long period of time. It is important that anyone starting on a self-build scheme is fully aware of the significant commitment that is required to bring a self-build project to completion.

There are a range of potential options for self-build projects that should be considered. Some of the common approaches are:

- **Self-build one-off home:** you manage the design and construction process and are physically involved in part or all of the construction of your home;
- **Contractor-built one-off home:** you manage the design process and appoint a contractor to build the home to your specification;
- **Kit home:** you select your preferred kit home and possibly establish the foundations. The kit home company then erects the home;
- **Independent community collaboration:** you work with others to acquire a site to split into plots then organise the design and construction of your own home;
- **Supported community self-build group:** a social landlord or the Community Self Build Agency helps you build a group of homes together;
- **Community self-build:** being physically involved in part of all the construction of your home, as part of a wider scheme on the site; and
- **Custom-build home:** where a house builder offers a serviced building plot and may also provide a design and build service to create the home you want.

On the basis of the time, effort and skills required to build your own home, are you interested in (please tick all that apply):

- Self-build one-off home
- Contractor-built one-off home
- Kit home
- Independent community collaboration
- Supported community self-build group
- Community self-build
- Custom-build home
- Other (please specify below)

If other, please specify:

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PART 2 REQUEST FOR ADDITIONAL INFORMATION

A. YOUR HOUSEHOLD'S REQUIREMENTS (continued)

Why do you want to build your own home?

Please rank the reasons below in order of importance to you for a self-build project, with 1 being the most important and 6 the least important

- (a) I want to physically build my own home
- (b) I want a home built to my own design and specification
- (c) I want a home that I can afford to buy
- (d) I want to be part of a building community
- (e) I want a property that is better for the environment with low running costs
- (f) I want a home in a particular location

Which elements of a self-build project do you think that you would realistically seek to carry out (please tick all that apply)?

- Design of the home
- Preparation of the plot and foundations
- Building the structure and walls
- Installing bathroom(s) and kitchen
- Internal / external decoration

If it is possible, when would you realistically wish to start work on your self-build project?

- Within the next 2 years
- 3 to 5 years from now
- 6 or more years in the future

What type of site would you consider for your self-build project (tick all that apply):

- A site for a single self-build plot
- A plot on a wider self-build scheme
- A self-build plot as part of a wider 'mainstream' housing development
- Other (please specify below)

If other, please specify:

PART 2 – REQUEST FOR ADDITIONAL INFORMATION

B. LOCATIONAL PREFERENCES

Please specify the locations within Ribble Valley where you would consider locating your self-build property (please tick all that apply):

- | | | | |
|----------------------------|--------------------------|-----------------------|--------------------------|
| Anywhere in Ribble Valley | <input type="checkbox"/> | Hothersall | <input type="checkbox"/> |
| Aughton, Bailey & Chaigley | <input type="checkbox"/> | Longridge | <input type="checkbox"/> |
| Balderstone | <input type="checkbox"/> | Mellor | <input type="checkbox"/> |
| Barrow | <input type="checkbox"/> | Newsholme | <input type="checkbox"/> |
| Bashall Eaves & Mitton | <input type="checkbox"/> | Newton | <input type="checkbox"/> |
| Billington & Langho | <input type="checkbox"/> | Osbaldeston | <input type="checkbox"/> |
| Bolton-by-Bowland | <input type="checkbox"/> | Pendleton | <input type="checkbox"/> |
| Bowland Forest (Higher) | <input type="checkbox"/> | Ramsgreave | <input type="checkbox"/> |
| Bowland Forest (Lower) | <input type="checkbox"/> | Ribchester | <input type="checkbox"/> |
| Bowland with Leagram | <input type="checkbox"/> | Rimington & Middop | <input type="checkbox"/> |
| Chatburn | <input type="checkbox"/> | Sabden | <input type="checkbox"/> |
| Chipping | <input type="checkbox"/> | Simonstone | <input type="checkbox"/> |
| Clayton-le-Dale | <input type="checkbox"/> | Slaidburn & Easington | <input type="checkbox"/> |
| Clitheroe | <input type="checkbox"/> | Salesbury | <input type="checkbox"/> |
| Dinckley | <input type="checkbox"/> | Twiston | <input type="checkbox"/> |
| Downham | <input type="checkbox"/> | Waddington | <input type="checkbox"/> |
| Dutton | <input type="checkbox"/> | West Bradford | <input type="checkbox"/> |
| Gisburn | <input type="checkbox"/> | Whalley | <input type="checkbox"/> |
| Grindleton | <input type="checkbox"/> | Wilpshire | <input type="checkbox"/> |
| Horton | <input type="checkbox"/> | Wiswell | <input type="checkbox"/> |

Other settlement(s) not listed above (please specify):

From the locations that you have identified above, which would be your preferred location(s) to build your self-build property?

First Choice

Second Choice

Third Choice

PART 2 – REQUEST FOR ADDITIONAL INFORMATION

E. YOUR FINANCES

What would you estimate to be your household's annual income (gross income)?
(please tick all that apply)

- | | |
|--|--|
| Less than £10,000 <input type="checkbox"/> | £10,000-£15,000 <input type="checkbox"/> |
| £15,001-£20,000 <input type="checkbox"/> | £20,001-£25,000 <input type="checkbox"/> |
| £25,001-£30,000 <input type="checkbox"/> | £30,001-£35,000 <input type="checkbox"/> |
| £35,001-£40,000 <input type="checkbox"/> | £40,001-£45,000 <input type="checkbox"/> |
| £45,001-£50,000 <input type="checkbox"/> | £50,001-£55,000 <input type="checkbox"/> |
| £55,001-£60,000 <input type="checkbox"/> | More than £60,000 <input type="checkbox"/> |

What level of savings does your household have access to (to the nearest £1000)?

£

Do you currently own one or more residential properties, either outright or with a mortgage?

- Yes – Outright Yes - With a Mortgage No

If applicable, what would you estimate to be the value of your existing property?

£

If applicable, how much do you estimate you owe on your existing mortgage?

£

In terms of your self-build property, which ownership options would you realistically consider (please tick all that apply)?

- | | |
|--|---|
| | Purchase Outright <input type="checkbox"/> |
| | Fund with a Mortgage <input type="checkbox"/> |
| Fund with a mortgage/ finance through a community group / association <input type="checkbox"/> | |
| | Rent-to-Buy <input type="checkbox"/> |
| | Shared Ownership - Part-Rent/ Part-Buy <input type="checkbox"/> |
| | Affordable Rent (with no purchase) <input type="checkbox"/> |

F. HOUSING NEED

If you consider that your household is in affordable housing need, it is advisable that you are registered on the Ribble Valley housing waiting list.

Are you registered on waiting list?

- Yes No

Would you be willing to consider other forms of Affordable Housing?

- Shared ownership Discount sale

PART 2 – REQUEST FOR ADDITIONAL INFORMATION

G. FURTHER INFORMATION

Please provide any further information that you consider might be relevant:

H. INFORMATION SHARING

It is proposed that, in the future, the Self-build Registers of Interest/ Land may be used to try and match those with an interest in pursuing a self-build project with landowners who might have appropriate plots of land available to develop for housing.

Please confirm whether you consent to your contact details being made available to landowners identified as potentially having appropriate plots available for self-build projects in the preferred locations that you have indicated:

I Agree

I Decline

THANK YOU

Please return your completed form to Ribble Valley Borough Council:

Ribble Valley Borough Council

Council Offices

Church Walk

CLITHEROE

BB7 2RA

Telephone: 01200 425111

Email: planning.policy@ribblevalley.gov.uk