

Self-Build and Custom Housebuilding Register – application form

Please note: It is important that you provide all information marked * (questions 1, 2, 3, and 8) and sign the declaration at question 9. These details are required by the 2016 Self-Build and Custom Housebuilding Regulations and the Council will not be able to place you on the Register without them.

1. About You	
Title*	
First Name*	
Surname *	
Address*	
E-mail Address, if applicable*	
Contact Phone Number*	
Date of Birth*	
Nationality*	

2. About the application* (please tick as appropriate)	
I am applying on behalf of myself/my household OR	<input type="checkbox"/>
I am applying on behalf of a group or association <i>If you are ticking this box, please complete section 5 of this form.</i> OR	<input type="checkbox"/>
I am already on the Register but want to update my details.	<input type="checkbox"/>

3. Eligibility to join the Register*	
<i>To be eligible to join the Council's Self-Build and Custom Housebuilding Register please confirm (by ticking all of the relevant boxes) that you are:</i>	
Aged 18 or over	<input type="checkbox"/>
A British citizen, or a national of a European Union nation, or of Iceland, Liechtenstein, Norway or Switzerland	<input type="checkbox"/>
Seeking (either alone or with others) to acquire a serviced plot of land within the area of Broxbourne Borough to build a house to occupy as your only or main home.	<input type="checkbox"/>

4. Local connection test	
<i>The self-build register for Broxbourne has two Parts. People on Part 1 of the Register will receive first notification of self-build plots becoming available in the Borough of Broxbourne. You must meet at least <u>one</u> of the criteria below to be entered on to Part 1 of the Council's Self-Build and Custom Housebuilding Register. Evidence must be submitted with your application to demonstrate that the local connection test has been met. If you are applying on behalf of a group or association, everyone in the group must meet the local connection test to go into Part 1 of the Register. If you do not complete this part of the form and provide evidence of a local connection you will be placed in Part 2 of the Register and not receive first information about local self-build plots. Please tick all the boxes that apply.</i>	

I have lived within the Borough of Broxbourne for three out of the last five years	<input type="checkbox"/>
I have had a permanent job within the Borough of Broxbourne for three out of the last five years	<input type="checkbox"/>
I have a parent, brother, sister or child who currently lives in the Borough of Broxbourne and has lived here for three out of the last five years, or since birth if aged under 3.	<input type="checkbox"/>
I am serving as a member of the regular armed forces, or have done so for at least three of the past five years.	<input type="checkbox"/>

5. Additional Applicants/Members of an Association <i>(Please add extra rows if required)</i>			
Name of the association:			
Address of the association:			
Person 1			
Name			
Address			
Date of Birth		Nationality	
How does Person 1 meet the local connection requirement? (see q4 above)			
Living in Broxbourne <input type="checkbox"/>		Working in Broxbourne <input type="checkbox"/>	
Has close relative living in Broxbourne <input type="checkbox"/>		Member of armed forces <input type="checkbox"/>	
Person 2			
Name			
Address			
Date of Birth		Nationality	
How does Person 2 meet the local connection requirement? (see q4 above)			
Living in Broxbourne <input type="checkbox"/>		Working in Broxbourne <input type="checkbox"/>	
Has close relative living in Broxbourne <input type="checkbox"/>		Member of armed forces <input type="checkbox"/>	
Person 3			
Name			
Address			
Date of Birth		Nationality	
How does Person 3 meet the local connection requirement? (see q4 above)			
Living in Broxbourne <input type="checkbox"/>		Working in Broxbourne <input type="checkbox"/>	
Has close relative living in Broxbourne <input type="checkbox"/>		Member of armed forces <input type="checkbox"/>	
Person 4			
Name			
Address			
Date of Birth		Nationality	
How does Person 4 meet the local connection requirement? (see q4 above)			
Living in Broxbourne <input type="checkbox"/>		Working in Broxbourne <input type="checkbox"/>	
Has close relative living in Broxbourne <input type="checkbox"/>		Member of armed forces <input type="checkbox"/>	

6. Your Preferences		
a) How many serviced plots are you seeking to acquire?		
b) What type of build are you interested in? (<i>Select the box or boxes that apply</i>)		
1. Self-build one-off home – an individual manages the design and construction process and undertakes a fair proportion of the actual building work too.		<input type="checkbox"/>
2. Contractor built one-off home – an individual manages the design process, selects a contractor who will then take care of the construction work		<input type="checkbox"/>
3. Kit Home - an individual will select their preferred kit home package. The individual may have to organise the foundations for the kit company to then erect the house.		<input type="checkbox"/>
4. Independent Community Collaboration - Individuals work with each other to acquire a site to split up into plots, then organise the design and construction of their own home		<input type="checkbox"/>
5. Supported community self-build group – A social landlord or a community self-build agency helps a group of individuals build a number of homes which they then live in.		<input type="checkbox"/>
6. Developer built one-off home- a developer with a site and design that an individual likes takes care of everything. The individual may decide to finish the house off to save on money.		<input type="checkbox"/>
7. Developer led group project – a developer organises a group and builds the homes. The individuals may decide to finish the house off to save money.		<input type="checkbox"/>
c) What type(s) of property would you like to build?	1. Detached house	<input type="checkbox"/>
	2. Detached bungalow	<input type="checkbox"/>
	3. Semi-detached house	<input type="checkbox"/>
	4. Semi-detached bungalow	<input type="checkbox"/>
	5. Terraced house	<input type="checkbox"/>
	6. Apartment/Flat	<input type="checkbox"/>
	7. Other	<input type="checkbox"/>
d) How many bedrooms do you want?		
e) What is the minimum size plot you are looking for (in square metres)? <i>NB. 100 sq feet = 9.3 sq metres</i>		
f) How quickly do you think you would be able to progress if a site became available?	Under 6 months	<input type="checkbox"/>
	7 months to one year	<input type="checkbox"/>
	More than one year up to 18 months	<input type="checkbox"/>
	19 months to 2 years	<input type="checkbox"/>
	More than 2 years	<input type="checkbox"/>
g) Have you applied to be added to the Self-Build and Custom Housebuilding Register within any other local authority area?	Yes	<input type="checkbox"/>
	No, but plan to apply in the future	<input type="checkbox"/>
	No (and have no plans to apply anywhere else)	<input type="checkbox"/>
h) If yes, or if you plan to apply in the future, please state the local authority		

area(s)		
7. Finance		
a) What is your maximum budget for the purchase of land AND building costs	£0-200,000	<input type="checkbox"/>
	£200,001-£300,000	<input type="checkbox"/>
	£300,001- £400,000	<input type="checkbox"/>
	£400,001 +	<input type="checkbox"/>
b) Do you have funding in place ?	Yes	<input type="checkbox"/>
	No	<input type="checkbox"/>

8. Information Sharing *	
<p>The Broxbourne Borough Self-Build and Custom Housebuilding Register may be used to try and match those with an interest in pursuing a self-build project with landowners who have appropriate plots of land available to develop for housing.</p> <p>Please confirm if you consent to your contact details being made available to landowners and/or companies acting on behalf of landowners, who have plots available for self-build projects in the Borough of Broxbourne.</p> <p style="text-align: center;"> <input type="checkbox"/> I Agree <input type="checkbox"/> I Decline </p>	

9. Declaration *	
I confirm that the information provided in this application is correct and true to the best of my knowledge. (A typed signature is acceptable if you are submitting this form online).	
Signature	
Date	

Once you have completed this form please e-mail it to selfbuild@broxbourne.gov.uk. Alternatively you can post it to: Planning Policy Team, Broxbourne Borough Council, Bishops College, Churchgate, Cheshunt, EN8 9XB

The purpose of collecting this data is to identify the demand for self/custom-build projects within the Borough. The data you provide on this form will be recorded in the Broxbourne Borough Council Self-Build and Custom Housebuilding Register. Anonymised, collated data from the Register may be published by the Council in reports or other publicly accessible material. Any data which could reasonably be attributed to an individual on the Register will not be published without explicit consent. This information is collected by the Council as data controller(s) in accordance with the data protection principles in the Data Protection Act 1998. By signing and completing this form, you are consenting to the Council using the data for the purposes stated above. By signing consent "I agree" to question 8 you are consenting in addition for your contact details to be made available to landowners or companies acting on their behalf, who have plots available for self-build projects in the Borough of Broxbourne.

Please note that entry to the Self-Build and Custom Housebuilding Register does not guarantee that a suitable plot will become available.

