

**Our reference** SHELAA Call for Sites 2018  
**Contact** Planning Policy  
**Direct Dial** 01284 757368  
**Email** [planning.policy@westsuffolk.gov.uk](mailto:planning.policy@westsuffolk.gov.uk)

Date as postmark

Dear Sir / Madam

**West Suffolk Call for Sites 2018 - Strategic Housing and Economic Land Availability Assessment (SHELAA)**

We are writing to you because we understand that you may have an interest in or own land, or act on behalf of landowners in West Suffolk. We are collating a list of sites that are available for development for housing or economic use (e.g. retail, leisure, cultural, office, warehousing etc.), including sites that have already been allocated for development in a Local Plan document, have been given planning permission, or are partially constructed. All Planning Authorities are required by central government to update this list annually.

**The 'call for sites' will run from Wednesday 21 November (9am) and close on Thursday 20 December (5pm) 2018.**

**Informing us of a site through this 'call for sites' process does not mean that your site will be allocated for development in a local plan, or provide you with planning permission.**

The final list of sites will be assessed to understand how suitable, appropriate and available they are for development, and some sites may later be considered for residential or economic uses through our Local Plan process.

Please provide us with details of any site(s) that you would like to be considered by completing the enclosed form. Please use a separate form for each site you wish to be considered. If you are submitting paper forms, please let us know if you require extra copies.

**Julie Baird** • Assistant Director - Planning and Growth

Please submit the form and any supporting plans/photos via email to [planning.policy@westsuffolk.gov.uk](mailto:planning.policy@westsuffolk.gov.uk) or return to us at the address below by 5pm on **Thursday 20 December 2018**.

Strategic Planning Team  
West Suffolk House  
Western Way  
Bury St Edmunds  
IP33 3YU

If you would like to discuss sites or require any further information please contact the lead officer for the project, Sarah Levantis, on 01284 757368 or at the email address above. Further details can be found at [www.westsuffolk.gov.uk/shlaa](http://www.westsuffolk.gov.uk/shlaa).

Yours faithfully

Marie Smith  
Service Manager (Strategic Planning)