

HOW TO APPLY

1. If your community is considering designating an area as a Local Green Space, it may be helpful to test the site against the “decision tree” see [‘How will the application be assessed’](#)
2. Make informal contact with the Planning Policy Team so that we can discuss progressing with the designation process.
3. If the site seems potentially suitable, we will ask you to complete an application form and provide relevant evidence in accordance with our evidence checklist
4. We will review the evidence you have provided and give guidance as to whether we consider the site is suitable for designation and whether any additional evidence is required.
5. If the evidence is sufficiently robust, the Local Authority will consider the application against the NPPF and Planning Practice Guidance
6. If the Local Authority considers the site suitable, the designation process can start. If the site is to be designated in the Local Plan, we will consult the owner of the land (if known). If the site is to be designated in a Neighbourhood Plan, those responsible for producing that plan should consult the owner of the land (if known).
7. The site can then be considered for inclusion in the appropriate draft Local or Neighbourhood Plan. The deadline for inclusion in the emerging Gloucester City Plan is August 31st 2019.
8. The site designation will be “tested” through the plan consultation process. Anybody can object to policies or sites in a plan during the consultation process and these consultation responses must be considered. Neighbourhood Plans will also be subject to a local referendum. Both Local and Neighbourhood Plans are formally scrutinised by a Planning Inspector or an Independent Examiner, who will ensure that the plans are robust and based on sound evidence.
9. Formal designation when the relevant plan is approved. The Local Green Space is afforded significant protection from development parallel to the protection of green Belt Land. Any application to develop on this land will be assessed against the NPPF and relevant policies in the adopted city plan and/or neighbourhood plan.

