

Self-Build & Custom-Built Homes - Declaration Form

Local Validation Requirement

To grant planning permission for self-build or custom-build homes, the Council must be satisfied that the initial owner and occupier of the home will have primary input into its final design and layout.

All planning applications including new dwellings must be accompanied by this form.

You must complete this form to confirm that your scheme does not involve self-build or custom-build homes **(Development Proposal & Section 1 only)** or to demonstrate how your scheme meets the definitions of self-build and custom-build housing **(Development Proposal & Section 1, 2 and 3)**. Please ensure you complete all relevant sections and provide as much detail as possible.

The information provided will also be used by the Council to monitor the delivery of self-build and custom-build housing.

Development Proposal	
Site Location:	
Postcode:	
Summary of Development:	
Planning Application No. /Planning Portal Ref.	Unknown ☐

SECTION 1: Declaration
Does the development involve self-build or custom-built dwellings?
☐ No
☐ Yes
<i>If yes, please complete Section 2 below and 3 overleaf.</i>

SECTION 2: Applicant / Agent Details	
Applicant Contact Details	
Name:	
Address:	
Postcode:	
E-mail Address:	
Phone / Mobile Number:	
Agent / Development Contact Details (if applicable)	N/A ☐
Name:	
Address:	
Postcode:	
E-mail Address:	
Phone / Mobile Number:	

SECTION 3: Demonstrating your scheme is self-build or custom-built housing
How does your proposal meet the Self-Build / Custom-Build Definition?

When submitting a planning application for self-build or custom-build housing, please provide a short supporting statement explaining **how your proposal meets the legal definition** set out in the [Self-build and Custom Housebuilding Act 2015 \(as amended by the Housing and Planning Act 2016\)](#). Please refer to the [NPPG Self-Build and custom housebuilding guidance](#) via the GOV.UK website. This information is important because it may affect:

- how the proposal is assessed against relevant **Tendring District Local Plan policies**, including **Policy LP7**.

A proposal qualifies if:

- The home is built/commissioned by an individual or group
- It is intended to be occupied by them
- They have primary input into design and layout

A proposal does not qualify if:

- It is bought off-plan with no design involvement
- Designs/specifications are fixed by a developer

Application Description:

Does your application specify the scheme is self-build or custom build within the description of the development on the application form?

- ☐ Yes – it includes reference to self/custom build
- ☐ No – it does not include reference to self/custom build

If you answered 'No' to the above, the description of the planning application will be amended to include reference to the self/custom build nature of the development. This is in accordance with the requirements of the Levelling Up and Regeneration Act 2023. If you have any objections to the change of description (following receipt of your acknowledgement letter), please get in touch.

Self-build Register:

Is the applicant currently on [TDC's Self-Build Register](#)?

- ☐ Yes
- ☐ No

It is not essential for the applicant to be on the register, but it is helpful to have this information for our records.

Self-Build/Custom-Build Homes Declaration Statement:

Please use the prompts below to complete your statement to demonstrate how your proposal meets the legal definition.

Who will live in the home(s)? - State who the initial owner-occupier(s) will be. Is it self-build, custom-build, or serviced plot(s)? If serviced plots, how is each plot-owner's design/layout input guaranteed?

Design & layout input - Briefly explain how the future occupier(s) have had (or will have) primary input into the internal layout, external design / appearance, specification choices.

Build commissioning / delivery - Who will manage/commission the build (self-managed, package builder, custom-build developer)? How will owner decisions be secured before construction?

Not off-plan confirmation - Confirm the home is **not** an off-plan product with fixed designs.

Any other helpful information?

Signature and date

Name: (print)

Signature:

Date:

Interest in the land:

Applicant ☐

Agent ☐

Developer ☐

Note: Personal details will be redacted when uploaded to the website.

Note: Should the development be accepted as Self-Build and/or Custom-Build, it is likely that this will be secured via Planning Condition or Planning Obligation via UU/106 agreement.