



## Otley Town Council

Unit 11, Orchard Gate, Otley, LS21 3NX,  
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Tel: 01943 466335

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Dear Site Owner

### OTLEY NEIGHBOURHOD PLAN – INFORMAL SITES CONSULTATION

The Otley Neighbourhood Plan is being prepared by Otley Town Council through a Steering Group of councillors and local community representatives.

Neighbourhood Plans are a new type of community-led planning document introduced by Government in the 2011 Localism Act. They are part of a raft of new community rights to enable local communities to better shape their places. Once adopted the Otley Plan will form part of the statutory development plan for Leeds and its policies will be used by the City Council to help determine planning applications and by inspectors in deciding appeals.

The Otley Plan is now at an advanced draft stage and contains many policies and proposals relating to individual sites and buildings within the town. This includes land and/or buildings in which you are understood to have a legal interest. For this reason we are now consulting you on the draft provisions of the plan which relate to your interests.

Enclosed, you will find a map showing the land/building to which this consultation relates and a summary of the Neighbourhood Plan policy/proposal that is being suggested for that land/building. We now need you to tell us whether or not you agree with the policy/proposal and to make any associated comments in support of your response.

Responses can be made in writing to the above address, using the attached response form, by e-mail to [admin@otleytowncouncil.gov.uk](mailto:admin@otleytowncouncil.gov.uk) or by completing a form online at <https://www.surveymonkey.co.uk/r/informalconsultationfeedback>

The consultation will end on the 13<sup>th</sup> January 2017. If you have any questions, please either e-mail us at the above address or ring us during normal office hours (Monday- Thursday 10am – 4pm Friday 10am-3pm) on the above number.

Following this consultation, the intention is to move to the statutory consultation on a final plan during March/April next year, after which the plan will be submitted to Leeds City Council to organise an independent examination. We anticipate that the plan will come into force in Summer 2018, following a referendum of all electoral role voters within the Neighbourhood Area.

Yours sincerely

A handwritten signature in black ink that reads "Mary Vickers".

Councillor Mary Vickers  
Chair of the Neighbourhood Plan Steering Group

A handwritten signature in black ink that reads "Ray Georgeson".

Councillor Ray Georgeson  
Chair of Otley Town Council