

CHARGING TARIFFS FOR PRE-APPLICATION ADVICE

We cannot deal with requests for advice until we have received proof of payment (either by enclosing a cheque if the request is submitted by post or proof of electronic payment if the request is submitted electronically).
All charges are inclusive of VAT.

Enquiries whether planning permission is required		
Permitted Development	Written Response	£30
	Certificate of Lawfulness Application - Householder	£75
	Certificate of Lawfulness Application – Other	See National Fee Sheet

Information on Permitted Development rights can be viewed on the planning portal website www.planningportal.gov.uk. If you require information on whether permitted development rights have been removed from your property please contact your local planning team – this advice is free of charge.

Enquiries seeking pre-submission advice on residential proposals		
Household extensions alterations and improvements (to a single dwelling)	£60 per written request	Where planning permission and LBC advice are sought together for the same/similar proposals only the planning fee will be required.
Listed Building Consent (LBC)	£60	
1-9 Dwellings	25% of the planning application fee	Subsequent meetings will be charged at flat rate. Payment must be made in advance.
10 Dwellings or more	Initial fee of 10% of the cost of a formal planning application for the proposal under discussion. (fee includes initial meeting)	Subsequent meetings will be charged a flat rate. Payment must be made in advance.

Enquiries seeking pre-submission advice on All non residential proposals	
Listed Building Consent	£60
Advertisement	£35 per written request
Less than 999m ² gross floor area	£150
1,000 – 9,999m ² gross floor area and local scale waste facilities	£200
Over 10,000m ² gross floor area and strategic scale waste facilities	£550 (includes initial meeting)

Any new quarry or mine and any extensions to existing sites where extraction area is more than 15 hectares	£550 (includes initial meeting)
All other quarry proposals	£200
Changes of use of land or buildings	£100

Additional Meeting (if required and considered necessary by the officer) - £55

A fee calculated in accordance with the above table will be required in all circumstances, including where advice is sought following a refusal decision or a withdrawal. The planning application fee exemptions which can apply to second applications made following a refusal decision or a withdrawal do not apply to pre-application enquiries.

If the proposal is for mixed use the fee will be worked out on the floor area of the proposal and the number of dwellings. The fee is calculated for each use proposed and the charge will be for whatever will be the highest fee.

Proposals Where No Fee is Required

Advice relating to protected trees (covered by a Tree Preservation Order or within a Conservation Area) and high hedges.

Advice to third parties affected by development proposals

Advice to parish, city, town councils and area boards relating to development they will commission/undertake

Advice relating to development specifically for the benefit/use of disabled persons. (A disabled person is one to whom Section 29 of the National Assistance Act 1948 applies or a child who is disabled for the purposes of part III of the Children Act 1989. A medical practitioner's certificate may be required in some cases.)

Applications required following the removal of permitted development rights by planning condition or Article 4 Direction.

Advice on playing fields/recreational facilities for their own use sought by a non-profit making club, society or other organisations, whose objectives are to provide facilities for sport and recreation.

Please note an enquiry made for a revised proposal within 3 months of the date of the response to the initial enquiry will be free of charge provided that:

- *The enquiry is made by the same person as the previous enquiry
- *The enquiry relates to the same site or part of the same site as the previous enquiry
- *The development is of the same character or description as the development to which the earlier enquiry related.