

Charges for pre-application planning advice - April 2008

All pre-application planning advice for minor householder extensions (small-scale domestic extensions and conservatories) is free of charge. There is also no charge to Parish Councils carrying out development for their local community and no charge for pre-application advice that relates to sites where the Council has adopted an approved development brief/guidance note, or development principles advice note.

The following charges will apply for all face-to-face meetings, email requests and letters. No advice will be given over the telephone.

Residential development

i) 1-4 dwellings	£33
ii) 5-9 dwellings	£55
iii) 10-19 dwellings	£82.50
iv) 20 or more dwellings	£110
v) If no numbers specified	£110/0.1 ha site area

Industrial/commercial/agricultural development

i) No new floorspace or to 99sqm	£33
ii) 100 to 499sqm	£55
iii) 500 to 999sqm	£82.50
iv) 1,000sqm or more	£110
v) If no floorspace specified	£110/01.ha site area

Other development

i) Change of Use	£33
ii) Granny Annexes/ancillary staff accommodation at domestic properties	£33
iii) Advertisements	£33

Specialist advice - Specialist advice will incur additional charges

i) Relationship with trees the subject of tree preservation orders (TPOs)	£55
ii) Advice relating to listed buildings	£110
iii) Conservation area advice	£55

If the Council needs to employ consultants to answer any technical issues raised (e.g. retail impact issues for example), no advice will be given until the person seeking advice has given an undertaking to pay the Council's consultants fees.

The charges are based upon one meeting lasting approximately 30 minutes and relate to one development site only. Meetings or discussions about more than one site will incur additional charges. Payment must be made before any meeting or discussion takes place and no meeting will be arranged without payment having first been agreed. Drawings must also be submitted at least 7 days before any meeting is agreed.

The advice will be given in good faith on a 'without prejudice' basis. It cannot bind or oblige the Council to make any particular decision. The advice is no substitute for applicants undertaking their own investigative or surveying work. It is the applicant's responsibility to ensure that any subsequent planning application is properly detailed and explained and that it complies with all our adopted guidelines and policies.

Simply having a pre-application meeting with a planning officer will not suffice.