

	Type and Scale of Development	STANDARD SERVICE		Timeframe for Response  (From receipt of valid information)	Resources Required	Fee per meeting, in excess of standard service provided, if required (on or off site)
		Information to be submitted/ service provided	Fee			
1.	<b>DO I NEED PLANNING PERMISSION?</b>	<b>Submission of:</b> Do I Need Planning Permission: Householder or Non Householder form  <b>Advice given:</b> Letter	<b>£35</b>	10 working days	Planning Support Officer/Planning Officer	-
2.	<b>HOUSEHOLDER- Alterations to existing house (Not for new dwellings - see 4 or 5)</b> (See 3b below where listed building consent also required. Please note the higher of the two fees applies).	<b>Submission of:</b> Request for Pre-application Planning Advice form and necessary supporting information  <b>Fee includes:</b> Unaccompanied site visit <b>Advice given:</b> Written response and covering letter	<b>£69</b>	21 working days	Planning Officer (DC)	<b>£46</b>
3a.	<b>OTHER:</b>  Change of Use – <b>(Not for creation of new dwellings - see 4 or 5)</b> Agricultural dev. Adverts Telecommunications	<b>Submission of:</b> Request for Pre-application Planning Advice form and necessary supporting information  <b>Fee includes:</b> Unaccompanied site visit <b>Advice given:</b> Written response and covering letter	<b>£69</b>	21 working days	Planning Officer (DC)	<b>£46</b>
3b.	Listed Building Consent applications <b>(If Planning Permission also required the highest fee applies)</b>		<b>£138</b>		Planning Officer (DC) and Heritage Officer (Policy)	
4a.	<b>MINOR: * (See below)</b>  1-4 dwellings; sites up to 0.49 ha; up to 499 sqm floor space created for all other uses Includes replacement dwellings	<b>Submission of:</b> Request for Pre-application Planning Advice form and necessary supporting information  <b>Fee includes:</b> <ul style="list-style-type: none"> <li>• Unaccompanied site visit</li> <li>• 1 review of plans (1-4 dwellings)</li> <li>• 2 reviews of plans (5-9 dwellings)</li> </ul> <b>Advice given:</b> Written response and covering letter Further reviews charged at the rate of additional meetings	<b>£188</b>	21 working days	Planning Officer (DC)	<b>£92</b>
4b.	5-9 dwellings; sites of 0.5 to 0.99 ha; 500 to 999 sqm floor space created for all other uses		<b>£375</b>			<b>£138</b>

5a.	<b>MAJOR * (See below)</b> 10 and 49 dwellings, sites of up to 1.9ha or 1,000-4,999sqm floor space created for all other uses	<b>Submission of:</b> Request for Pre-application Planning Advice form and necessary supporting information  <b>Fee includes:</b> <ul style="list-style-type: none"> <li>• Unaccompanied site visit</li> <li>• Attendance and preparation for 2 meetings by 2 officers and preparation of meeting notes</li> <li>• Team Leader Review</li> </ul> <b>Advice given:</b> Written response and covering letter	£938			£138
5b.	50 to 199 dwellings or 2ha to 3.9ha site area or 5,000 to 9,999 sqm floor space created for all other uses	<b>Submission of:</b> Request for Pre-application Planning Advice form and necessary supporting information  <b>Fee includes:</b> <ul style="list-style-type: none"> <li>• Unaccompanied site visit</li> <li>• Attendance and preparation for 3 meetings by 2 officers and preparation of meeting notes</li> <li>• Team Leader Review</li> </ul> <b>Advice given:</b> Written response and covering letter	£1,250	Initial phone call and discussion with applicant within 21 working days to set out a bespoke timetable for the delivery of pre-application advice.	Planning Officer (DC)  Planning Officer (Policy)  Team Leader or Planning Manager	£275
6.	<b>SIGNIFICANT/STRATEGIC: * (See below)</b>  Anything over the above thresholds	<b>Submission of:</b> Request for Pre-application Planning Advice form and necessary supporting information  <b>Initial pre-app meeting</b> (to set context of discussions) <b>Fee includes:</b> <ul style="list-style-type: none"> <li>• Unaccompanied site visit.</li> <li>• Attendance and preparation for 4 meetings by development team and preparation of meeting notes</li> <li>• Team Leader review</li> </ul> <b>Advice given:</b> Written response and covering letter	£10% of potential planning application fee	Initial pre-application meeting within 21 working days to set out a bespoke timetable for the delivery of pre-application advice.	<b>Development Team:</b> Planning Officer (DC)  Planning Officer (Policy)  Team Leader or Planning Manager  Up to 3 internal specialists.	£375

- The highest fee will always apply where your request covers more than one category

\* **Fee is based on site area if advice is sought on an outline application.**

Fees effective as of 1<sup>st</sup> April 2018