

Pre-Application Service – Fee Schedule from 1st April 2024

Cat.	Type of Development	Includes	Fee
Householder			
1	Householder only – Permitted Development Enquiry (Does the proposal need planning permission?)	Written advice only (aim to respond within 10 working days)	£44.81
2	Householder/Other small scale development – Is the proposal likely to get planning permission (Without site visit)	Written advice (aim to respond within 10 working days) or duty appointment and follow up letter within 10 working days of duty appointment.	£67.22
3	Householder/Other small scale development – Is the proposal likely to get planning permission (With site visit)	Written advice (aim to respond within 10 working days) or site meeting appointment and follow up letter within 10 working days of site meeting appointment.	£120.57
4	Self contained granny annexes at domestic properties	Written advice (aim to respond within 15 working days) or duty appointment and follow up letter within 15 days of duty appointment.	£166.45

	Changes of Use		Please use the Pre-App Checklist to specify your requirements.
5	Change of use (up to 100sqm)	Written advice (aim to respond within 10 working days) or duty appointment and follow up letter.	£166.45
6	Change of use (over 100sqm – less than 1000sqm)	Written advice (aim to respond within 15 working days) or duty appointment and follow up letter within 15 working days of duty appointment.	£317.97
	Minor Development		Please use the Pre-App Checklist to specify your requirements.
7	Minor Development Written Advice only (1 to 3 houses, up to 499sqm new commercial or site of up to 0.49ha)	<ul style="list-style-type: none"> • Written Advice only – no meeting included • Administration • Professional input from a planner and specialists if necessary Written response within 15 working days.	£144.15
8	Minor Development Site Visit and in principle view (1 to 3 houses, up to 499sqm new commercial or site of up to 0.49ha)	<ul style="list-style-type: none"> • Oral response on day Written bullet point response within 10 working days Includes meeting with a Principal Planner on site or at The Plaza and in principle view	£432.95

9	<p>Minor Development</p> <p>Written Advice only</p> <p>(4 to 9 houses, 500sqm - 999sqm new commercial or 0.5 to 0.99ha)</p>	<ul style="list-style-type: none"> • Written Advice only – no meeting included • Administration • Professional input from a planner and specialists if necessary <p>Written response within 15 working days.</p>	<p>£577.72</p>
10	<p>Minor Development</p> <p>Site Visit and in principle view</p> <p>(4 to 9 houses, 500sqm - 999sqm new commercial or 0.5 to 0.99ha)</p>	<ul style="list-style-type: none"> • Oral response on day <p>Written bullet point response within 10 working days</p> <p>Includes meeting with a Principal Planner on site or at The Plaza and in principle view</p>	<p>£1299.02</p>
<p>Major Development Please use the Pre-App Checklist to specify your requirements.</p>			
11	<p>Major Developments</p> <p>(10 – 49 houses, 1000 – 4999 sqm commercial or 1ha – 2ha)</p>	<ul style="list-style-type: none"> • Administration • Site visit(s) • Professional input from a planner and specialists • Attendance at a meeting of up to 1.5hours by the planner <p>Written response within 25 working days following either the receipt of the enquiry or date of meeting (if held).</p>	<p>£1559.38</p>

12	<p>Major Developments</p> <p>(50 – 100 houses, 5000 – 9999sqm commercial or 2.1ha – 4ha)</p>	<ul style="list-style-type: none"> • Administration • Site visit(s) • Professional input from a planner and specialists • Attendance at a meeting of up to 1.5hours by the planner <p>Written response within 25 working days following either the receipt of the enquiry or date of meeting (if held).</p>	PPA
13	<p>Large Scale Major Developments</p> <p>(101+ houses, 10,000sqm + commercial or 4.1ha +)</p>	<ul style="list-style-type: none"> • Administration • Comprehensive support service with multiple meetings, site visits, written responses • Professional input from a planner and specialists <p>All in accordance with a Planning Performance Agreement.</p>	PPA
Advertisements			
14	Advertisements	Written advice (aim to respond within 10 working days)	£72.56

Specialist Advice			
15	Specialist Tree advice Advice prior to works for trees which are the subject of Tree Preservation Orders or within a Conservation Area	Written advice (desk based advice only)	£84.29
		Site Visit (1 hour only) and written response	£166.45
16	Specialist Listed Building/Conservation Area advice	Written advice (desk based advice only)	£84.29
		Site Visit (1 hour only) and written response	£166.45

All fees shown are inclusive of VAT (effective 1.4.24)