

Pre-application advice fees

1. To work out the fee for your enquiry first consider the type of pre-application advice you would like to seek, a written response (see Table 1), a meeting (See Table 2), or an on-site appointment (see Table 3). Please note that the options available depend upon the scale of your proposal.
2. The top row charge relates to planning advice, for example for householder written advice the fee is £84.
3. If you do not wish to choose any add-on options then the fee payable is just that in the top row. However, underneath each development type are additional options. For each additional consultation you choose the fee should be added to create the total fee for the enquiry. These may not all be available, depending on the scale of your proposal.

Example: For a householder proposal, such as an extension, requiring written advice the fee would be £84. If the proposal included any works to the highway you might wish to add highways advice at a further £90. The total fee for this pre-application advice would therefore be £174.

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TABLE 1: WRITTEN RESPONSE (Includes VAT)

Written Response Only		Householder or Non-residential 1-199 sqm	1-9 Dwellings or Non-residential 200-999 sqm	10-49 Dwellings or Non-residential 1000-4999 sq m	50-200 Dwellings or Non-residential 5000+ sqm
Step One Initial fee for pre app advice	PlanningCaseOfficer	£84.00	£138.00	£252.00	£486.00
	With optional additional charge/s of:	+	+	+	+
Step Two Addtheinclusionofadvicefrom 1 or more of our pre app partners as needed.	Highways	£90.00	£180.00	£228.00	£288.00
	Floods	N/a	N/a	£300.00	£480.00
	Landscape	N/a	N/a	£252.00	*50-99 £336.00 100+ £504.00
	Ecology	N/a	N/a	£252.00	*50-99 £336.00 100+ £504.00

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TABLE 2: MEETING AND WRITTEN RESPONSE (Includes VAT)

Meeting and written response **		Householder or Non-residential 1-199sqm	1-9 Dwellings or Non-residential 200-999sqm	10-49 Dwellings or Non-residential 1000-4999 sqm	50-200 Dwellings or Non-residential 5000+ sqm
Step One Initial fee for pre app advice	PlanningCaseOfficer	£138.00	£282.00	£504.00	£1152.00
	With optional additional charge/s of:	+	+	+	+
Step Two Add the inclusion of advice from 1 or more of our pre app partners as needed.	Highways	£132.00	£264.00	£336.00	£420.00
	Floods	N/a	N/a	£420.00	£780.00
	Landscape	N/a	N/a	£588.00	*50-99 £504.00 100+£756.00
	Ecology	N/a	N/a	£588.00	*50-99 £504.00 100+£756.00
	With optional additional charge of:	+	+	+	+
Step Three Further meetings as needed with case officer post response	Additional DM Meeting	£54.00	£138.00	£252.00	£360.00

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TABLE 3: APPOINTMENT ON SITE

Appointment on site and written response		Listed Building Heritage Enq Only	1-9 Dwellings or Non-residential 1-999 sq m	10-49 Dwellings or Non-residential 1000-4999 sqm	50-200 Dwellings or Non-residential 5000+ sq m
Step One Initial fee for pre app advice	Planning Case Officer	£282.00 (Only Heritage Officer)	£336.00	£792.00	£1512.00
	With optional additional charge/s of:	+	+	+	+
Step Two Add the inclusion of advice from 1 or more of our pre app partners as needed.	Heritage	N/a	£282.00	£588.00	*50-99 £504.00 100+ £756.00
	Highways	N/a	£348.00	£422.00	£512.00
	Floods	N/a	N/a	£480.00	£660.00
	Landscape	N/a	N/a	£588.00	*50-99 £504.00 100+ £756.00
	Ecology	N/a	N/a	£588.00	*50-99 £504.00 100+ £756.00
	With optional additional charge/s of:	+	+	+	+
Step Three Further meetings as needed with case officer post response	Additional DM Meeting at Council Offices	N/a	£138.00	£252.00	£360.00

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TABLE 4: Additional Available Activities

The options below are only available as an addition to a pre-application enquiry and not as a stand-alone request.

	Additional Available Activities	1-9 dwellings or Non-residential 1-999 sq m	10-49 dwellings or Non-residential 1000-4999 sqm	50-200 dwellings or Non-residential 5000+ sq m
A	Scoping for Transport Assessment***	N/a	N/a	£552.00
B	Review of Draft Transport Statement***	£498.00	£714.00	N/a
C	Review of Draft Transport Assessment***	N/a	N/a	£756.00
D	Travel Plans***	N/a	£283.00	£390.00
E	SCC Review S.106 ***	N/a	N/a	N/a
	i) Highways	£243.00	£354.00	£586.00
	ii) Legal	£600.00	£600.00	£600.00
F	Viability Review (Pre-application and planning application) ***	N/a	£3600.00	£4200.00

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NOTES

Planning Performance Agreements can be made for larger or more complex sites, please contact us to discuss this.

For sites that include different types of development the fee payable will be whichever is higher, although for complex sites a PPA may be more appropriate.

Exemptions

Exemptions to fees will apply in the following circumstances:

- Enquiries relating to proposals for alterations or extensions to a dwelling house for the benefit of a registered disabled person
- Enquiries relating to a proposal for operations to provide a means of access for disabled persons to a building to which members of the public are admitted
- Enquiries made by or on behalf of a non-profit making sports club in respect of playing fields not involving new buildings

Enquiries made by or on behalf of the Town or Parish Council are subject to a 50% reduction

There is no charge for advertisement enquiries

* In this category the charge for 100+ dwellings also relates to 5,000 sq m non residential

** The meeting will be of the applicant's choice – and can be face to face, or via telephone/skype etc. if preferred

***This activity is only available as an addition to a pre-application enquiry, not as a stand-alone enquiry.