

## Pre Application Charging Fees Schedule Fees From 1 April 2016

(Figures are inclusive of VAT at 20%)

Category of Proposed Development	Fees/Charges for pre application advice (site visit and letter)	If a meeting is offered (at the Officer's discretion) an additional fee will be required to be paid in advance of the meeting
1. Householder development	£90	(meetings will not be offered for householder development with the exception of listed buildings which would be at the Case Officer's discretion – charge £145.20)
2. Residential development  Single dwellings incl. replacement dwellings  2-5 dwellings  6-9 dwellings  10 – 24 dwellings  25+  50+  100+  200+  (both new builds and conversions)	£376.80  £618  £924  £1848  £3696  £6000  £9000  £12000	£145.20  £224.40  £330  £660  £1320  £1320  £1320  £1320
3. Non-residential development (including erection, alteration of plant or machinery on non-residential premises)  0 - 100sqm floorspace (GFA)  101 – 500sqm	£376.80  £618	£145.20  £224.40

501-1000sqm	£924	£330
1001-5000sqm	£1848	£660
5000sqm +	£3696	£1320
4. Change of Use of existing buildings or land with no increase in floorspace  (If change of use involves increases in floorspace then to be considered under relevant category)	£202.80	£105.60
5. Agriculture and Forestry buildings (based on site area)		
465sqm and under	£85.20	£132
466-540sqm	£202.80	£105.60
541sqm +	£618	£224.40
6. Buildings and structures for equestrian purposes including stables, menage, riding schools		
40sqm and under	£85.20	£132
41sqm+	£202.80	£105.60
7. Erection gates, walls, fences or other means of enclosure (not householder); and the construction of car parks, service roads and other means of access to land	£92.40	£132
8. Advertisements	£92.40	£132
9. Telecommunications development	£202.80	£105.60

**Notes**

- Outline proposals – To be charged at the same rate as if the proposal were for full planning permission.
- If the proposal is for a mixed use development the fee will be calculated for each element of the proposal and the highest amount will be charged.
- Requests must be made using the standard pre-application form which has been available on the Council's website from 4 April 2011 ([www.threerivers.gov.uk](http://www.threerivers.gov.uk)).
- If a request is received to determine whether development is permitted development it will not be dealt with informally but the applicant will be advised to apply for a Certificate of Lawful Development/Use.
- Where there are pre application requests for alternative schemes each proposed scheme will be charged separately.
- Site visits will be undertaken and will be unaccompanied.
- Meetings will not be offered for householder applications development with the exception of listed buildings which would be at the Case Officer's discretion.
- For meetings, the relevant fee must be paid in advance and meetings will be a maximum of 1 hour. Whilst the applicant can request a meeting it is the Council's decision whether a meeting is necessary. The initial fee paid will be solely for written advice and a site visit with a further fee requested if a meeting is agreed.
- The Council will endeavour to carry out statutory consultation where relevant. However, the applicant may wish to approach statutory consultees directly e.g. the Environment Agency offers their own pre-application service.
- The Duty Planning Service will remain as a free service to provide general planning advice for householders in the Council's reception and on the telephone, but please note that this will be for small scale developments only. This service will continue to operate between 10am and 1pm Monday to Friday. No appointment is necessary but enquiries are limited to a maximum of 15 minutes. No site visits or written responses will be available from this service.