

Category	Proposal	Letter Fee (see below for exemptions) In all cases the more information that is provided will result in a more detailed and informed response from the Authority. Please note: <ul style="list-style-type: none"> • All fees noted below are inclusive of VAT • Refunds will not be issued • Exemptions where no fee is required: <ul style="list-style-type: none"> – Works wholly associated with adaptations for the disabled. – Fully affordable housing schemes. 	Letter and Meeting Fee Held in Council offices unless otherwise requested by Officers
A	Do I need planning permission Time to respond 2 weeks (Internal code: P01)	£25 The following will need to be provided: Contact name and details Address to which the proposal relates Description of development Dimensions of proposed extension/building etc. Plans of the proposal (to scale if dimensions not provided)	N/A
B	Householder proposals (Per site) Time to respond 2 weeks or as otherwise notified (Internal code: P1301)	£50 The following will need to be provided: Contact name and details Address to which the proposal relates Description of development Dimensions of proposed extension/building etc. Plans of the proposal (to scale if dimensions not provided)	N/A
C	Works to Listed Buildings Time to respond 2 weeks or as otherwise notified (Internal code: P1501)	Householder £50 Commercial £100 The following will need to be provided: Contact name and details Address to which the proposal relates Detailed description of works	Letter and meeting: Householder £150 Commercial £200

		The submission of the following may be required: Plans/photographs to indicate the works	
D	Advertisement proposals (Per site) Time to respond 2 weeks or as otherwise notified (Internal code: P1401) (If the building is listed refer to works to listed buildings)	£50 The following will need to be provided: Contact name and details Address to which the proposal relates Description of development Dimensions of proposed adverts Plans of the adverts including where to be located (to scale if dimensions not provided)	N/A
E	Change of use (not Inc. dwellings, major development / engineering work) Inc. minor renewables Time to respond 2 weeks or as otherwise notified (Internal code: P12)	£100 The following will need to be provided: Contact name and details Address to which the proposal relates Description of development The submission of the following may be required: Floor plans to demonstrate proposal	N/A
F	All other uses 0 – 499 Sqm (Internal code: P0606) Time taken to respond 4 weeks or as otherwise notified	£100 The following will need to be provided: Contact name and details Address to which the proposal relates Description of development Layout plan The submission of the following may be required: Topographical survey Layout plan, can be indicative Point of access and transport statement Ecology reports Drainage reports	Letter and meeting £150

<p>G</p>	<p>All other uses 500-999 Sqm/ less than 1ha (Internal code: P0606)</p> <p>or,</p> <p>0 – 3 dwellings (Outline less than 0.5ha) (Internal code: P0603)</p> <p>Time to respond 4 weeks or as otherwise notified</p>	<p>£150</p> <p>The following will need to be provided: Contact name and details Address to which the proposal relates Description of development Layout plan</p> <p>The submission of the following may be required: Topographical survey Layout plan, can be indicative Point of access and transport statement Ecology reports Drainage reports</p>	<p>Letter and meeting £350</p>
<p>H</p>	<p>All other uses 1,000 – 9,999 Sqm / 1-2 Ha (Internal code: P0505)</p> <p>or,</p> <p>4 – 9 dwellings (Outline less than 0.5ha) (Internal code: P0603)</p> <p>Time to respond 4 weeks or as otherwise notified</p>	<p>£300</p> <p>The following will need to be provided: Contact name and details Address to which the proposal relates Description of development 1:2500 site plan</p> <p>The submission of the following may be required: Topographical survey Layout plan, can be indicative Point of access and transport statement Ecology reports Drainage reports Landscape impact assessment Arboricultural report Statement of significance and impact (in relation to heritage assets) Developer contribution information Contaminated land report</p>	<p>Letter and meeting £500</p>

<p>I</p>	<p>10-199 Dwellings (Outline of 0.5 – 4 Ha) (Internal code: P0103)</p> <p>Time to respond 4 weeks or as otherwise notified</p>	<p>£500</p> <p>The following will need to be provided: Contact name and details Address to which the proposal relates Description of development 1:2500 site plan</p> <p>The submission of the following may be required: Topographical survey Layout plan, can be indicative Point of access and transport statement Ecology reports Drainage reports Landscape impact assessment Arboricultural report Heritage statement Developer contribution information Contaminated land report</p>	<p>Letter and meeting £750</p>
<p>J</p>	<p>All other uses: 10,000+ Sqm/more than 2 Ha (Internal code: PM0505)</p> <p>Time to respond 4 weeks or as otherwise notified</p>	<p>£750</p> <p>The following will need to be provided: Contact name and details Address to which the proposal relates Description of development 1:2500 site plan</p> <p>The submission of the following may be required: Topographical survey Layout plan, can be indicative Point of access and transport statement Ecology reports Drainage reports Landscape impact assessment Arboricultural report Heritage statement</p>	<p>Letter and meeting £1000</p>

		Developer contribution information Contaminated land report	
K	200+ Dwellings / more than 4Ha (Internal code: PM0103) Time to respond 4 weeks or as otherwise notified	£750 The following will need to be provided: Contact name and details 1:2500 site plan Description of development The submission of the following may be required: Topographical survey Layout plan, can be indicative Point of access and transport statement Ecology reports Drainage reports Landscape impact assessment Arboricultural report Heritage statement Developer contribution information Contaminated land report	Letter and meeting £1000
L	Additional letter and/or meeting (Internal code: P02)	Half original fee	N/A
M	Initial 'in principle' enquiry with email confirmation of meeting with limited up front information provided. (Internal code: P100)	£300 The following will need to be provided: Contact name and details and their interest in the site (e.g. agent/owner) Description of development Detail of site address The submission of the following may be required : 1:2500 site plan (optional)	Email to confirm discussion