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Development Management Pre-Application Advice

Schedule of Charges from 1st April 2024

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| **Development Category** | **Enhanced Pre-Application Service Provided** | **Total Fee**  (Inclusive of VAT) | **OPTIONAL**  **On-site** or **Office** Meeting (additional fee) | **OPTIONAL**  **Additional meeting** **and written advice** in connection with the same scheme | **Welsh Government - Statutory Service**  **Desktop Appraisal with Letter Response only** | **Fee (No VAT)** |
| **Householder Development**  Enlargement, improvement or alteration of an existing dwellinghouse (includes extensions to dwellings and outbuildings, enclosures etc…) | * Upto 1 hour meeting with case officer via telephone or virtual meeting. * A written response outlining the discussion, areas of consideration including planning history, policies and guidance and an initial officer assessment of the acceptability the proposal. | £130 | £60 | £65 | * Desktop written appraisal of proposal. * No officer discussion or meeting available as part of this service. * A written response outlining the discussion, areas of consideration including planning history, policies and guidance and an initial officer assessment of the acceptability the proposal. | £25 |
| **Single dwelling (including conversions to a single residential use)** | * Upto 1 hour meeting with case officer via telephone or virtual meeting * A written response outlining the discussion, areas of consideration including planning history, policies and guidance and an initial officer assessment of the proposal. Reference to be made to any request for S106 contribution. * Indication on whether any particular documents/evidence would be required to support the application. | £270 | £100 | £135 | * Desktop written appraisal of proposal. * No officer discussion or meeting available as part of this service. * A written response outlining the discussion, areas of consideration including planning history, policies and guidance and an initial officer assessment of the acceptability the proposal. * Indication on whether proposal would likely require planning obligations. * Indication on whether any particular documents/evidence would be required to support the application. | £250 |
| **Minor Development**  2-9 residential units or where residential site is below 0.5ha.  Non residential, change of use or mixed use where the gross floor space is less than 1000 square metres or the site area is less than 0.5ha. | * Upto 1 hour meeting with case officer via telephone or virtual meeting * A written response outlining the discussion, areas of consideration including planning history, policies and guidance and an initial officer assessment of the proposal. Reference to be made to any request for S106 contribution. * Indication on whether any particular documents/evidence would be required to support the application. | £400 | £100 | £200 | * Desktop written appraisal of proposal. * No officer discussion or meeting available as part of this service. * A written response outlining the discussion, areas of consideration including planning history, policies and guidance and an initial officer assessment of the acceptability the proposal. * Indication on whether proposal would likely require planning obligations. * Indication on whether any particular documents/evidence would be required to support the application. | £250 |
| **Major Development**  10 – 24 residential units or where residential site area is more than 0.5ha but less than 1.0 ha.  Non residential, change of use or mixed use where gross floor space is more than 1000 square metres but less than 2000 square metres or the site area is more than 0.5ha but less than 1.0 ha. | * Upto 2 hour meeting with case officer and team leader via telephone or virtual meeting. * A written response outlining the discussion, areas of consideration including planning history, policies and guidance and an initial officer assessment of the proposal. Reference to be made to any request for S106 contribution. * Indication on whether any particular documents/evidence would be required to support the application. | £1300 | £200 | £650 | * Desktop written appraisal of proposal. * No officer discussion or meeting available as part of this service. * A written response outlining the discussion, areas of consideration including planning history, policies and guidance and an initial officer assessment of the acceptability the proposal. * Indication on whether proposal would likely require planning obligations. * Indication on whether any particular documents/evidence would be required to support the application. | £600 |
| **Large Major Development**  25 or more residential units or where residential site is more than 1ha.  Non residential, change of use or mixed use where gross floor space is more than 2000 square metres or site area is more than 1.0ha. | * Upto 2 hour meeting with case officer and team leader via telephone or virtual meeting * A written response outlining the discussion, areas of consideration including planning history, policies and guidance and an initial officer assessment of the proposal. Reference to be made to any request for S106 contribution. * Indication on whether any particular documents/evidence would be required to support the application. | £1700 | £300 | £850 | * Desktop written appraisal of proposal. * No officer discussion or meeting available as part of this service. * A written response outlining the discussion, areas of consideration including planning history, policies and guidance and an initial officer assessment of the acceptability the proposal. * Indication on whether proposal would likely require planning obligations. * Indication on whether any particular documents/evidence would be required to support the application. | £1000 |
| **Listed Building Advice (Householder Schemes)** | * Upto 1 hour site meeting with Heritage Officer. * Scope of information required to support application. * A written response outlining the discussion, areas of consideration including planning history, policies and guidance and an initial officer assessment of the proposal. | £190 | N/A – site visit included as part of fee | £95 |  | N/A |
| **Listed Building Advice**  **(Single dwellings and minor development)** | * Upto 2 hour site meeting with Heritage Officer. * Scope of information required to support application. * A written response outlining the discussion, areas of consideration including planning history, policies and guidance and an initial officer assessment of the proposal. | £370 | N/A – site visit included as part of fee | £185 |  | N/A |  | N/A |
| **Listed Building Advice**  **(Major and Large Major Development)** | * Upto 2 hour site meeting with Heritage Officer. * Scope of information required to support application. * A written response outlining the discussion, areas of consideration including planning history, policies and guidance and an initial officer assessment of the proposal. | £1000 | N/A – site visit included as part of fee | £500 |  | N/A |  |  |
| **Advertisement Consent Advice** | * Upto 1 hour meeting with case officer via telephone or virtual meeting. * A written response outlining the discussion, areas of consideration including planning history, policies and guidance and an initial officer assessment of the acceptability the proposal. | £130 | £30 | £65 |  | N/A |

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| **Additional Services** | **Cost (inclusive of VAT)** |
| Duty Planner Surgery | Free |
| Pre-Submission Validation Check | Householder £50, All other developments £100 |
| Full Planning Search | £125 |
| Confirmation of Compliance with Section 106 Agreement | £150 |
| Planning Site Specific Research / Other Enquiries | £62.25 per hour, price on enquiry |
| Planning Performance Agreement | Price on enquiry |

**NOTES**

* The Statutory Pre Application does not attract VAT. The Enhanced Pre Application service charges are inclusive of VAT.
* All fees are non-refundable and are in addition to the normal planning application fees that will be payable.
* As part of the Enhanced Service where an Office or Site Meeting is required the appropriate additional fee will be payable in addition to the standard fee.
* Following the submission of written pre-application advice from the Case Officer the pre-application is considered closed. In the event that comments are required on revised proposals the ‘optional additional advice fee’ will need to be paid.
* Where both planning and listed building advice is sought for a scheme as part of the enhanced service (i.e. dwelling is listed) the fee payable is the relevant development category plus half the listed building advice fee (example: extension to a dwelling that is also a listed building = £130 plus £95 = £225.
* Please note that this service cannot be used to establish whether planning permission is required or whether a development is lawful. You may discuss your proposal with a Duty Planner but we would recommend submission of a Certificate of Lawfulness.
* If you are unsure of which level of service you need or need initial discussion before submitting a pre-application please contact our Duty Planner on 01446 704681 or email [planning@valeofglamorgan.gov.uk](mailto:planning@valeofglamorgan.gov.uk).

**Examples of fees payable for enhanced service**

* Request for pre-application advice for a single dwelling and request for site meeting. Total payable = £370
* Request for pre-application advice for a new housing development of 10 dwellings with an office meeting. Total payable £1500.