

Pre-Application Advice Request Form

APPLICANT DETAILS

Name	
Address	
Contact Telephone	
Contact Email	

AGENT DETAILS (if any)

Name	
Address	
Contact Telephone	
Contact Email	

SITE LOCATION

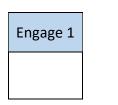
Address

DESCRIPTION OF PROPOSED DEVELOPMENT

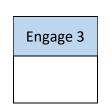
CURRENT USE OF THE SITE/BUILDING

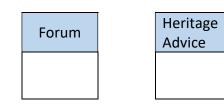
WHAT SERVICE OF ADVICE ARE YOU APPLYING FOR? (See Guidance Note for details)

Please tick which advice service you wish to receive.









Please tick the category your proposal falls into:

	Engage 1	Engage 2	Engage 3	Forum
DEVELOPMENT TYPE	Fee	Fee	Fee	Fee
Advertisement advice: Proposals that may require advertisements consent	£140	£170	£210	Not Available
Householder advice: Domestic / Householder extensions and outbuildings	£195	£251	£303	Not Available
Residential: 1-2 New residential units	£305	£364	£424	Not Available
Residential: 3-9 New residential units (or where the number of units is not specified, upto 0.49 hectare)	£364	£425	£486	Not Available
Residential: 10-49 New residential units (or where numbers are unknown, between 0.5-1.0 hectare)	£788	£970	£1210	£3036
Residential: 50+ New residential units (or where numbers not known, development in excess of 1.01 hectare)	£970	£1210	£2060	£4063
Non-Residential: Proposals involving development, works, operations or change of use of upto 1000 sq.m	£305	£364	£424	Not Available
Non-Residential: Proposals (defined above) between 1001-2000 sq.m	£366	£427	£492	Not Available
Non-Residential: Proposals (defined above) in excess of 2000 sq.m site area	£605	£905	£990	£3036

Specialist Heritage Advice	Heritage 1		Heritage 2		Heritage 3	
	Fee	\mathbf{N}	Fee	$\mathbf{\nabla}$	Fee	V
Listed Building Consent Advice: or, Relevant Demolition in a Conservation Area Advice	£35		£65		£100	

DECLARATION

I (the undersigned) confirm that I am seeking pre-application advice on the site identified, and I enclose a fee for $\underline{\mathbf{f}}$ as payment for this service.

SIGNED:

PRINT NAME:

DATE:

CHECKLIST - ENCLOSED DETAILS

Please ensure the following information is attached. Failure to do so may
delay your application.

The appropriate fee (Please see our Pre-Application Guide for Details)

Site location map (Suggested Scale 1:1250)

Existing and Proposed floor and elevation plans

Existing and proposed site layout plan (preferably 1:500)

Any other, optional information that you wish to submit (Please list any additional documents)

DISCLAIMER

Disclosure of the information you provide, and our subsequent advice may be requested by a third party under the Environmental Information Regulations 2004 (EIR). As such the Council is obliged to determine whether it would be appropriate to release it, or whether it should be withheld under one of the exemptions under the Regulations. To assist with this determination please answer the following question:

Would disclosure of any of the information harm someone's commercial interest and if so which information, and what harm would entail?

(Please note: if no response is provided here we will make the decision to disclose if requested)

FREEDOM OF INFORMATION ACT

Development Management Officers offer pre-application advice on a professional basis on behalf of the Council's Elected Councillors and Committees. They provide this advice in the wider public interest, taking into account planning policies and material planning considerations.

Pre-application advice does not constitute a formal decision by the Council. Therefore, it cannot be held to bind the Council in either its validation or formal determination of any subsequent planning application. A final decision on any development proposal can only be taken once the subsequent planning application has been submitted and after the Council has consulted local people, statutory consultees and any other interested representatives.

If a planning application is later submitted which fails to take on-board the advice given by Officers, then the Council retains the right to refuse the application without further discussion with the applicant or their agent. The weight that can be attributed to pre-application advice will usually diminish over time due to any future changes to national planning legislation or changes to national or local planning policy. Additionally, the advice provided is based upon the information that you submit. If it transpires that this information was inaccurate, then the advice ceases to carry any weight. Similarly, if new information is revealed during the planning application process, then this can affect the eventual outcome of the planning application.