

## Pre-Application Service – Fee Schedule from 1<sup>st</sup> June 2018

Cat.	Type of Development	Includes	Fee
<b>Householder</b>			
1	<b>Householder only – Permitted Development Enquiry</b>  (Does the proposal need planning permission?)	Written advice only (aim to respond within 10 working days)	<b>£32</b>
2	<b>Householder/Other small scale development – Is the proposal likely to get planning permission</b>  (Without site visit)	Written advice (aim to respond within 10 working days) or duty appointment and follow up letter within 10 working days of duty appointment.	<b>£52</b>
3	<b>Householder/Other small scale development – Is the proposal likely to get planning permission</b>  (With site visit)	Written advice (aim to respond within 10 working days) or site meeting appointment and follow up letter within 10 working days of site meeting appointment.	<b>£98</b>
4	<b>Self contained granny annexes at domestic properties</b>	Written advice (aim to respond within 15 working days) or duty appointment and follow up letter within 15 days of duty appointment.	<b>£130</b>

	<b>Changes of Use</b>		<b>Please use the New Pre-App Checklist to specify your requirements.</b>
5	<b>Change of use</b> (up to 100sqm)	Written advice (aim to respond within 10 working days) or duty appointment and follow up letter.	<b>£130</b>
6	<b>Change of use</b> (over 100sqm – less than 1000sqm)	Written advice (aim to respond within 15 working days) or duty appointment and follow up letter within 15 working days of duty appointment.	<b>£250</b>
	<b>Minor Development</b>		<b>Please use the New Pre-App Checklist to specify your requirements.</b>
7	<b>Minor Development</b> (1 to 3 houses, up to 499sqm new commercial or site of up to 0.49ha)	<ul style="list-style-type: none"> <li>• Written Advice only – no meeting included</li> <li>• Administration</li> <li>• Professional input from a planner and specialists if necessary</li> </ul> <p>Written response within 15 working days.</p>	<b>£130</b>
8	<b>Minor Development</b> (1 to 3 houses, up to 499sqm new commercial or site of up to 0.49ha)	<ul style="list-style-type: none"> <li>• Oral response on day</li> </ul> <p>Written bullet point response within 10 working days</p> <p>Includes meeting with a Principal Planner on site or at The Plaza and <b>in principle</b> view</p>	<b>£175</b>
9	<b>Minor Development</b> (4 to 9 houses, 500sqm - 999sqm new commercial or 0.5 to 0.99ha)	<ul style="list-style-type: none"> <li>• Written Advice only – no meeting included</li> <li>• Administration</li> <li>• Professional input from a planner and specialists if necessary</li> </ul>	<b>£250</b>

		Written response within 15 working days.	
10	<b>Minor Development</b>  (4 to 9 houses, 500sqm - 999sqm new commercial or 0.5 to 0.99ha)	<ul style="list-style-type: none"> <li>• Oral response on day</li> </ul> <p>Written bullet point response within 10 working days</p> <p>Includes meeting with a Principal Planner on site or at The Plaza and <b>in principle</b> view</p>	<b>£375</b>
	<b>Major Development</b>	<b>Please use the New Pre-App Checklist to specify your requirements.</b>	
11	<b>Major Developments</b>  (10 – 49 houses, 1000 – 4999 sqm commercial or 1ha – 2ha)	<ul style="list-style-type: none"> <li>• Administration</li> <li>• Site visit(s)</li> <li>• Professional input from a planner and specialists</li> <li>• Attendance at a meeting of up to 1.5hours by the planner</li> </ul> <p>Written response within 25 working days following either the receipt of the enquiry or date of meeting (if held).</p>	<b>£565</b>
12	<b>Major Developments</b>  (50 – 100 houses, 5000 – 9999sqm commercial or 2.1ha – 4ha)	<ul style="list-style-type: none"> <li>• Administration</li> <li>• Site visit(s)</li> <li>• Professional input from a planner and specialists</li> <li>• Attendance at a meeting of up to 1.5hours by the planner</li> </ul> <p>Written response within 25 working days following either the receipt of the enquiry or date of meeting (if held).</p>	<b>£1150</b>

13	<p><b>Large Scale Major Developments</b></p> <p>(101+ houses, 10,000sqm + commercial or 4.1ha +)</p>	<ul style="list-style-type: none"> <li>• Administration</li> <li>• Comprehensive support service with multiple meetings, site visits, written responses</li> <li>• Professional input from a planner and specialists</li> </ul> <p>All in accordance with a Planning Performance Agreement.</p>	<p><b>10% of the Planning Application Fee</b></p>
<b>Advertisements</b>			
14	<b>Advertisements</b>	Written advice (aim to respond within 10 working days)	<b>£55</b>
<b>Specialist Advice</b>			
15	<p><b>Specialist Tree advice</b></p> <p>Advice prior to works for trees which are the subject of Tree Preservation Orders or within a Conservation Area</p>	Written advice (desk based advice only)	<b>£65</b>
		Site Visit (1 hour only) and written response	<b>£130</b>
16	<p><b>Specialist Listed Building/Conservation Area advice</b></p>	Written advice (desk based advice only)	<b>£65</b>
		Site Visit (1 hour only) and written response	<b>£130</b>
<b>Specialist Advice (Civil Engineering)</b>			
17*	<b>Specialist (HBC) Highways Advice</b>	Written advice (desk based advice 1 hour)	<b>£79</b>

		Site Visit (1 hour only) and written response	<b>£130</b>
		For larger sites that will include addition hours work a quote can be given.	<b>Please ask for quote</b>
18*	<b>Specialist (HBC) Drainage Advice</b>	Written advice (desk based advice 1 hour)	<b>£79</b>
		Site Visit (1 hour only) and written response	<b>£130</b>
		For larger sites that will include addition hours work a quote can be given.	<b>Please ask for quote</b>
19*	<b>Specialist (HBC) Landscape Advice</b>	Written advice (desk based advice 1 hour)	<b>£79</b>
		Site Visit (1 hour only) and written response	<b>£130</b>
		For larger sites that will include addition hours work a quote can be given.	<b>Please ask for quote</b>

All fees shown are inclusive of VAT (effective 1.6.18)

For all enquiries, please provide clear information regarding the site, the type and scale of development including written details and either plans, sketches, photographs or other information which helps describe your proposal.

For non-Householder enquiries, we have developed a Checklist to ensure the Council's response meets your needs. This should be submitted **in addition** to your enquiry details.

\* 17, 18 and 19 – Specialist advice is provided by the Havant Borough Council Civil Engineering Team. In instances where planning pre-application advice has been sought and the Planning Officer requires more detailed information for Highways, Drainage or Landscaping, you may be asked for the additional specialist fee to cover these costs.