

# Pre-Application Planning Charges

<b>RESIDENTIAL</b> (may include new build, conversions, mobile homes for residential use and change of use to dwellings)					
Enquiry Type	Costs £ (inc VAT)	What is provided	Response time (working days)*	Additional costs £**	Notes associated with additional costs
Listed building consent	0	Advice Only (see overleaf for details)	20 days	75	SITE VISIT: Per Officer/Specialist.
Householder – Permitted development confirmation only.	70	Written advice	15 days	30 75	If Planning Permission is required and a follow-up assessment of the proposal is sought**** SITE VISIT: Per Officer/Specialist.
Householder – assessment (including annexes)	100	Written advice	20 days	75	SITE VISIT: Per Officer/Specialist.
Change of use to garden / Works outside of residential curtilage / Business run from home	210	Written Advice	20 days	75	SITE VISIT: Per Officer/Specialist.
Change of use of dwelling to HMO*****	210	Written Advice	20 days	75	SITE VISIT: Per Officer/Specialist.
1-4 units	525	Written advice	Individual timetable	105	SITE VISIT: Per Officer/Specialist.
	735	Pre-Application Workshop and written advice	Individual timetable		
5-9 units	735	Written advice	Individual timetable	135	SITE VISIT: Per Officer/Specialist.
	945	Pre-Application Workshop and written advice	Individual timetable		
10-24 units	1890	Written advice	Individual timetable	160	SITE VISIT: Per Officer/Specialist.
	3150	Pre-Application Workshop and written advice	Individual timetable	445	Subsequent meeting and written advice
25-49 units	3360	Written advice	Individual timetable	185	SITE VISIT: Per Officer/Specialist.
	4725	Pre-Application Workshop and written advice	Individual timetable	475	Subsequent meeting and written advice
50-199 units	13125	Pre-Application Workshop and written advice	Individual timetable	210	SITE VISIT: Per Officer/Specialist.
				525	Subsequent meeting and written advice
More than 200 units	15750	Pre-Application Workshop and written advice	Individual timetable	240	SITE VISIT: Per Officer/Specialist.
				790	Subsequent meeting and written advice
Mixed use development (200+)	26250	Pre-Application Workshop and written advice	Individual timetable	240	SITE VISIT: Per Officer/Specialist.
				1050	Subsequent meeting and written advice
Sustainable Community or part thereof (as defined in the emerging Local Plan)	42000	Pre-Application Workshop and written advice	Individual timetable	240	SITE VISIT: Per Officer/Specialist.
				1050	Subsequent meeting and written advice

**NON-RESIDENTIAL** (may include but not limited to: care homes (C2 use), HMOs, industrial, retail, agricultural, leisure, schools, non-residential institutions etc)

Enquiry Type	Costs £ (inc VAT)	What is provided	Response time (working days)*	Additional costs £**	Notes associated with additional costs
Listed building consent	0	Advice Only (see overleaf for details)	20 days	75	SITE VISIT: Per Officer/Specialist.
Adverts	105	Written advice	20 days	80	SITE VISIT: Per Officer/Specialist.
Agricultural buildings up to 540sqm***	140	Written advice	20 days	80	SITE VISIT: Per Officer/Specialist.
Less than 40sqm gross floor area	265	Written advice	20 days	80	SITE VISIT: Per Officer/Specialist.
Change Of Use / Telecommunications	315	Written Advice	Individual timetable	80	SITE VISIT: Per Officer/Specialist.
41-100sqm gross floor area	655	Written advice	Individual timetable	135	SITE VISIT: Per Officer/Specialist.
101-200sqm gross floor area	1260	Written Advice	Individual timetable	135	SITE VISIT: Per Officer/Specialist.
201-500sqm gross floor area	1470	Written Advice	Individual timetable	135	SITE VISIT: Per Officer/Specialist.
501-1,000sqm gross floor area	1840	Written advice	Individual timetable	160	SITE VISIT: Per Officer/Specialist.
	2360	Pre-Application Workshop and written advice	Individual timetable	450	Subsequent meeting and written advice
1,001-2,000sqm gross floor area	2625	Written advice	Individual timetable	185	SITE VISIT: Per Officer/Specialist.
	3150	Pre-Application Workshop and written advice	Individual timetable	475	Subsequent meeting and written advice
2,001-5,000sqm gross floor area	3150	Written advice	Individual timetable	210	SITE VISIT: Per Officer/Specialist
	3675	Pre-Application Workshop and written advice	Individual timetable	525	Subsequent meeting and written advice
5,001-10,000sqm gross floor area	7875	Pre-Application Workshop and written advice	Individual timetable	240	SITE VISIT: Per Officer/Specialist.
				790	Subsequent meeting and written advice
10,001-15,000sqm gross floor area	13250	Pre-Application Workshop and written advice	Individual timetable	240	SITE VISIT: Per SITE VISIT: Per Officer/Specialist
				1050	Subsequent meeting and written advice
More than 15,001sqm gross floor area	15750	Pre-Application Workshop and written advice	Individual timetable	240	SITE VISIT: Per Officer/Specialist
				1050	Subsequent meeting and written advice

## MINERALS, WASTE, RENEWABLE ENERGY AND GRID SCALE BATTERY ENERGY STORAGE SYSTEMS (BESS)

Enquiry Type	Costs £ (inc VAT)	What is provided	Response time (working days)*	Additional costs £**	Notes associated with additional costs
Less than 0.25ha	525	Written Advice	20 days	80	SITE VISIT: Per Officer/Specialist.
0.251ha - 1ha	1575	Written advice	Individual timetable	135	SITE VISIT: Per Officer/Specialist.
1.01ha – 3ha	2625	Written advice	Individual timetable	160	SITE VISIT: Per Officer/Specialist.
	3150	Pre-Application Workshop and written advice	Individual timetable	450	SITE VISIT: Per Officer/Specialist.
3.01ha – 5ha	4200	Written advice	Individual timetable	185	SITE VISIT: Per Officer/Specialist.
	4725	Pre-Application Workshop and written advice	Individual timetable	475	Subsequent meeting and written advice
5.01ha – 10ha	9450	Pre-Application Workshop and written advice	Individual timetable	240	SITE VISIT: Per Officer/Specialist
				1050	Subsequent meeting and written advice
10.01ha – 15ha	12600	Pre-Application Workshop and written advice	Individual timetable	240	SITE VISIT: Per Officer/Specialist
				1050	Subsequent meeting and written advice
More than 5.01ha	15750	Pre-Application Workshop and written advice	Individual timetable	240	SITE VISIT: Per Officer/Specialist
				1050	Subsequent meeting and written advice

## DEVELOPMENT NOT HOUSEHOLDER, WHERE NO FLOORSPACE IS PROPOSED

Enquiry Type	Costs £ (inc VAT)	What is provided	Response time (working days)*	Additional costs £**	Notes associated with additional costs
Car parks and roads (existing uses)	265	Written advice	20 days	80	SITE VISIT: Per Officer/Specialist.

**THE FOLLOWING COSTS ARE PER 0.1HECTARE OF THE PROPOSED SITE AREA (UPTO A MAXIMUM OF £2,000.00 FOR WRITTEN ADVICE.**

**SITE VISITS AND MEETINGS WITH OFFICERS ARE A SEPARATE COST, AS SET OUT BELOW.**

Car parks and roads (not associated with existing uses)	210	Written advice	Individual timetable	80	SITE VISIT: Per Officer/Specialist  Officer & Consultee meeting
Electric vehicle charging points				475	
Leisure uses (including tennis courts, sports pitches, cricket wickets etc)					
Leisure uses (camping and mobile caravan site)					
Moorings					
Roof-mounted solar panels					
Other operations not specifically listed above					

Please note that all Workshops take place on Microsoft Teams and will involve the Planning Officer and any consultees that they consider relevant to your proposals (i.e. Highways, Biodiversity, Drainage, Healthy Spaces etc) and will be 60-90mins in length.

For all other developments, any further request made for development of similar character or description, on the same site, may be made by the same Applicant within 12-weeks of the date of the response. The file will be reopened following an additional 50% fee being paid. If more than 12-weeks has lapsed, a new file will be created and an entire new fee will be required.

For householder enquiries only, a request for a first revision to the enquiry for development of similar character or description, on the same site, may be made by the same Applicant within 6-weeks of the date of the response by emailing [planning.control@telford.gov.uk](mailto:planning.control@telford.gov.uk) quoting the PE reference number. The file will be re-opened and the Planning Officer will contact you to confirm timeframes. However, if more than 6-weeks has lapsed, a new file will be created and an entire new fee will be required.

\* Normal Response time. If a proposal is more complex, the Planning Officer will contact you to provide a bespoke timetable.

\*\* Please note that additional charges for site visits are to allow the Officer(s) to visit the site and view any pertinent constraints which are needed to be viewed prior to a formal response being issued. This is restricted to 1hour. Site visit charges do not include a meeting on site or an opportunity to discuss the proposal/alternative proposals with Agents or Applicants. The need for a site visit is to be agreed with the Planning Officer before additional costs are paid.

\*\*\* Agricultural buildings larger than 540sqm will be charged as per floor areas in other categories.

\*\*\*\*Where a permitted development confirmation advises that planning permission is required, a further fee of £30 can be paid to request a written assessment. This must be requested within 6 weeks of Officer confirmation that planning permission is required. The response will be provided within 20 working days from receipt of assessment request. The Officer will then provide full reasons as to why the proposal requires consent and a brief assessment of the likelihood of consent being granted should a planning application be submitted.

\*\*\*\*\*HMO Article 4 Direction comes into effect 27/02/27 for 3-6 persons.

#### **FEE EXCEPTIONS:**

50% fee: Parish Councils - Community groups - Charitable organisations

Fee waived: Household extension or means of access to or within a curtilage of a dwellinghouse for a disabled person residing or proposed to reside within it - Tree Preservation Orders - Trees in Conservation Areas

#### **LISTED BUILDING CONSENT ADVICE:**

- This category is for like-for-like repairs / renovations / works to a listed building only; this service only provides confirmation as to whether Listed Building Consent is required and will include comments from the Built Heritage Conservation Team.
- However, any alterations or alternative materials to those existing will require the appropriate pre-application form and fee, and listed building consent advice will be given alongside the written pre-application advice.

For more information regarding Pre application, to apply online or download a form please visit [www.telford.gov.uk/pre-application](http://www.telford.gov.uk/pre-application) or contact our customer services team on 01952 380380.