

Appendix 2 – Proposed Pre Application Charging Schedule

Development Management Pre-application Advice Services – Charging Schedule

NB Bespoke Service charges are inclusive of VAT, the Statutory Service does not attract VAT. **Please note your request for advice will not be processed without payment.**

| Service Option | Bespoke Service Provided | Fee (Inc VAT) | Statutory Service Provided | Fee No VAT |
|---|--|---------------|---|------------|
| <p>Level 1 Householder</p> <ul style="list-style-type: none"> The enlargement, improvement or alteration of an existing dwelling house within garden curtilage. Eg: Extension, enclosures, garden building | <ul style="list-style-type: none"> Up to 30 minute meeting on site with a Development Management Officer. A written response outlining the discussion, areas for consideration (inc site history, policies & guidance) and initial assessment of proposal. Additional Officer Charge at £55 per officer eg:Ecologist | £60 | <ul style="list-style-type: none"> Desk top assessment of proposal Written response with site history, relevant policies & guidance , considerations and an initial view on the proposal | £25 |
| <p>Level 2 Minor Developments</p> <ul style="list-style-type: none"> 1-9 residential units or where a residential site area < 0.5 hectare. Non Residential, Change of Use or Mixed use where gross floor space <1000 sqr mtrs or site area < 0.5 hectares | <ul style="list-style-type: none"> Up to 60 minute meeting on site with a Development Management Officer A written response outlining the discussion, areas for consideration (inc site history, policies & guidance) and initial assessment of proposal. Section 106 & CIL scope & amt Additional Officer Charge at £70 per officer eg: Highways | £120 | <ul style="list-style-type: none"> Desk top assessment of proposal Written response with site history, relevant policies & guidance, considerations and an initial view on the proposal. Section 106 & CIL scope & amt | £250 |
| <p>Level 3 Major Development</p> <ul style="list-style-type: none"> 10-24 residential units or where a residential site area >=0 .5 but <1.0 hectare. Non Residential, Change of Use or Mixed use where gross floor space >=1000 but <2000 sqr mtrs or site area >= 0.5 but <1.0 hectare | <ul style="list-style-type: none"> Up to 90 minute site meeting with Development Management Officer + other relevant Authority experts (e.g. Ecology + Highways) A written response outlining the discussion, areas for consideration (inc site history, policies & guidance) and initial assessment of proposal. Section 106 & CIL scope & amt A follow up meeting if required and amended response | £850 | <ul style="list-style-type: none"> Desk top assessment of proposal Written response with site history, relevant policies & guidance, considerations and an initial view on the proposal. Section 106 & CIL scope & amt | £600 |
| <p>Level 4 Large Major Development</p> <ul style="list-style-type: none"> 25 or more residential units or where a residential site >=1.0 hectare. Non Residential, Change of Use or Mixed use where gross floor space >=2000 sqr mtrs or site area >= 1.0 hectare. | <ul style="list-style-type: none"> Initial site appraisal by Development Management Officer Up to 120 minute meeting in office with Development Management Officer plus all other relevant Authority experts (e.g. Development Plans, Highways, Trees, Landscaping etc) A written response outlining the discussion, areas for consideration (inc site history, policies & guidance) and initial assessment of proposal. Section 106 & CIL scope & amt A further review meeting up to 60 minutes with Development Management Officer plus other relevant experts. Final written response. | £1250 | <ul style="list-style-type: none"> Desk top assessment of proposal Written response with site history, relevant policies & guidance, considerations and an initial view on the proposal. Section 106 & CIL scope & amt | £1000 |

Exemptions to Charging

- Enquiries made by Monmouthshire County Council
- Enquiries made by a Town or Community Council relating to their statutory functions
- Enquiries made by a non-profit making charitable organisation
- Enquiries made by a person who is registered disabled – where the development is to benefit this person, except where a new dwelling is proposed.
- Enquiries made for maintenance and repair of a Listed Building Consent .
- Statutory undertakings linked to domestic development – i.e. telecommunications

Notes

- Following the issue of the Officers written advice the pre-application case enquiry will be considered closed. In the event of further advice being sought a charge will apply.
- If you are unsure of which level of service to choose or if you feel your development proposal falls outside of the service levels available please contact **Monmouthshire Planning Support on: 01633 644 880** or email planning@monmouthshire.gov.uk where a member of the team will assist.
- If you are carrying out any kind of building works it is likely that you will require Building Regulations. If you are unsure or would like further advice regarding building regulations please contact **Monmouthshire Building Control Services on: 01633 644833** or email buildingcontrol@monmouthshire.gov.uk
- The Development Management Officer will notify the Building Control Team of your enquiry and proposed development scheme and where appropriate a Building Surveyor may accompany them at your site meeting at no extra charge.