

##### Planning & Development

### Major Pre-Application Advice Form

text

It is recommended that you read our ‘Pre-Application Advice Guidance’ before completing this form.

## **Applicant Details**

Name:

Address:

Email address:

Telephone/mobile number:

## **Agent Details** (if applicable)

Name:

Address:

Email address:

Telephone/mobile number:

**Please indicate if you are**

Owner  Lessee

Occupier  Prospective Purchaser

## **Application Site Details**

Site Address (including post code if known):

Site Area (if known): Current use of the site:

Site Area:

**Proposal**

A detailed description of the proposed works:

**Types of Major Pre-Application Advice**

Our service has been split into a two stage process

Stage 1 (Overview)

Stage 1A provides an overview of the potential issues and an opinion on the principle of development only by written advice.

Stage 1B is where you can have a meeting with the case officer (maximum 1 hour), in addition to written advice on the principle of development only.

Stage 2 (Detailed)

Stage 2C provides for a more detailed analysis of the proposal by written advice

Stage 2C is where you can have a meeting with the case officer (maximum 1.5 hours), in addition to written advice on the principle and other relevant matters.

Please refer to our Pre-Application Advice Guidance for more information.

**Pre-Application Fees**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Stage 1A -Overview Written Response** | **Stage 1 B–Overview Written Response and 1 hour Meeting** | **Stage 2C – Detailed Written Response** | **Stage 2D – Detailed Written Response and 1.5 hour Meeting** |
| **Major**  **Residential 10-49 dwellings** | £1,200 (inc VAT) | £1,440 (inc VAT) | £2,400 (inc VAT) | £2,880 (inc VAT) |
| **Strategic**  **Residential**  **50 + dwellings** | £2,250 (inc VAT) | £2,700 (inc VAT) | £4,500 (inc VAT) | £5,400 (inc VAT) |
| **Major**  **Floor Area 1,000 sqm – 9,999 sqm**  **(measured externally)** | £1,200 (inc VAT) | £1,440 (inc VAT) | £2,400 (inc VAT) | £2,880 (inc VAT) |
| **Strategic**  **Floor Area 10,000 sqm +**  **(measured externally)** | £2,250 (inc VAT) | £2,700 (inc VAT) | £4,500 (inc VAT) | £5,400 (inc VAT) |
| **Development of 1 hectare or more**  **all Other Development not falling within any of the categories i.e. solar farm** | £1,200 (inc VAT) | £1,440 (inc VAT) | £2,400 (inc VAT) | £2,880 (inc VAT) |
| Where a development falls within more than one category, the higher fee will apply. | | | | |

**Pre-Application Fees Process**

You can decide whether to opt directly for Stage 1 (A or B) or Stage 2 (C or D). If you initially choose Stage 1 and then decide after to also to progress to Stage 2, only the different between the fees, would be applicable. This is on the basis of the Stage 2 being the same site and development type and paid for within 8 weeks of the response on the Stage 1 advice.

**Please indicate which pre-application advice service you are applying for**

Major Stage 1A Overview Written Response  Major Stage 1B Overview Written Response and Meeting

Major Stage 2C Detailed Written Response  Major Stage 2D Detailed Written Response and Meeting

**Essential Application Requirements**

In order for your submission to be valid, you will also need to submit the following with your enquiry:

* A location plan clearly identifying the correct location of the site
* A sketch or outline drawing of the proposed plans, indicating the general layout of the site and size of the proposal
* The correct application fee

If an exemption applies please tick here  and set out the reason for the exemption

**Previous Pre-Application Advice**

If you have had previous advice on the site and/or similar development proposal, please provide details of the advice given and the officer/ reference.

Please sign and date where indicated below to confirm your pre-application enquiry

**I the undersigned confirm that I am seeking pre-application advice on the proposed development described in the attached documentation and enclose the relevant fee:**

Signed On behalf of

Date

**Confidentiality**

As a matter of course, requests for pre-application advice will not automatically be treated on a confidential

basis. The Environmental Information Regulations 2004 require us to make recorded information available to

members of the public, if requested. Pre-application advice may only be treated as confidential if there are

clear demonstrable issues of commercial sensitivity or other significant reasons why this information may not

be disclosed, and a public interest test may also be applied. Any enquiry in this category should be clearly

marked as confidential and give reasons provided.

Email the completed form to development.control@nwleicestershire.gov.uk or post to   
Planning & Development, NWLDC, PO Box 11051, Coalville, LE67 0FW