

**PLANNING SERVICES**  
**SCHEDULE OF CHARGES 2011/12 (as from 1<sup>st</sup> April 2011)**

<b>General copy document services</b>	
Photocopying A4 documents in person from hard copies (for face to face customers who wait and search files themselves)	15p per page
Photocopying A3 documents in person from hard copies (for face to face customers who wait and search files themselves)	55p per page
Photocopying A0 drawings from hard copy (whether requested in person or by telephone / post)	£5.00 per page
Printing A4 or A3 documents from electronic images or microfiche	£2.50 per page
Printing A0 drawings from electronic images (whether requested in person or by telephone / post)	£7.50 per page
<b>Research and refined information requests</b>	
Photocopying A4 or A3 documentation, or printing such documentation from microfiche, in response to telephone or written requests which require research and collation into a refined format before dispatch by post. Requests will be charged <b>per document</b> even if received on the same letter/fax. <b>Payment is required in advance.</b>	£17 per document including postage and packaging.
Reply letters	£53
Weekly lists in hard copy	
- Residents' Associations	£260
- Commercial Organisations	£535
Conservation Area Proposal Statements, Planning Briefs and Supplementary Planning Guidance	
- Residents' Association	£6
- Commercial Organisations	£12
Unitary Development Plan in hard copy	
- Residents' Associations	£30
- Commercial Organisations	£85
Unitary Development Plan on CD-Rom	
- Residents' Associations	£10
- Commercial Organisations	£20
<b>Street Naming and Numbering</b>	
Naming or renaming of a building	£150
Numbering or re-numbering of a building	
One single unit	£50
Multiple units between 2 and 19 <sup>1</sup>	Additional £20 per extra unit
Multiple units 20+	Additional £15 per extra unit
Naming or renaming of a road	£550
Historic research (chargeable in 15 minute units)	£60 per hour
Confirmation of address validity	£50
<b>Land Charges</b>	
<b>Personal Searches</b>	
Standard (response within 20 working days)	Free
Expedited (response within 5 working days)	£25.00
<b>Full Searches of the Land Charges Register</b>	
Standard Search Fee	£257.50
Additional Parcels	£44.00
Optional additional printed enquiries / Supplementary questions	£55.00
Copy Searches	£32.00
Copy Miscellaneous Documents	£16.50
LLC1 Search	£27.50
Con29R Unofficial answers	£17.00

<sup>1</sup> EG A development of 6 units would therefore be charged at £50 plus 5 x £20 = £150. A development of 25 units would be charged at £50 plus 24 x £15 = £410

<b>Planning Pre-Application First Requests</b>	
Householder, Other and Minor applications up to 100 m sq	£180.00
Small Minor applications (1 - 4 residential units, 99-499m2 commercial floor space)	£600.00
Large Minor applications (5 - 9 residential units, 500 - 999m2 commercial floor space)	£1,800.00
Major applications (10+ residential units, 1,000m2 commercial floor space)	£3,600.00
Preparation of Planning Briefs, Master Plans and evidence based research	By negotiation
<b>Planning Pre-Application Follow Up Requests</b>	
Householder, Other and Minor applications up to 100 m sq	Follow up service not available
Small Minor applications (1 - 4 residential units, 99-499m2 commercial floor space)	£300.00
Large Minor applications (5 - 9 residential units, 500 - 999m2 commercial floor space)	£900.00
Major applications (10+ residential units, 1,000m2 commercial floor space)	£1,800.00
<b>Post application advice</b>	
Major and complex applications	£500 flat fee, chargeable at the Council's discretion