

NOTES FOR GUIDANCE

FEES From 6 December 2023

GENERAL NOTES

Common Floor Space

Where applications are made which include dwellings and other non-residential floor space the fee is calculated by reference to the number of dwelling units and the addition of a sum related to the additional non-residential floor space created.

Where common floor space is included for both residential and non-residential use, the amount of non-residential common floor space is assessed as being in the same proportion as the residential and non-residential floor space created in the development.

Combined Application

Where applications are made relating to mixed category development (other than the erection of residential accommodation with other buildings) only the highest of the fees calculated under those categories is charged.

Floor area:

Floor space is the gross amount (all storeys, including basements and garaging) to be created by the development shown in the application. This is an external measurement, including the thickness of any external and internal walls

Any fraction of the stipulated unit of site area or floor space included in the application should be corrected upward to the 0.1 of a hectare or square metre respectively. For example, 2.36 hectares would be rounded to 2.4 hectares and 60.4 square metres would be rounded to 61 square metres.

Scale of Fees

Code	Type of Development	Fee Payable	Maximum Fee
1	New Dwellings (other than in category 6)		
	a) Outline <ul style="list-style-type: none"> i) Sites not exceeding 0.5 ha ii) Sites between 0.5 ha and 2.5 ha iii) Sites exceeding 2.5 ha 	£578 per 0.1 ha £624 per 0.1ha £15,433 (+ £186 per 0.1ha in excess of 2.5 ha)	£202,500
	b) Others <ul style="list-style-type: none"> i) Fewer than 10 dwellings ii) At least 10 and not more than 50 dwellings iii) exceeding 50 dwellings 	£578 per dwelling £624 per dwelling £30,860 (+ £186 for each dwelling in excess of 50)	£405,000

Code	Type of Development	Fee Payable	Maximum Fee
2	Buildings (other than those coming within categories 1,3,4,5 & 7)		
	a) Outline i) sites not exceeding 1 ha ii) sites between 1 ha and 2.5 ha iii) Sites exceeding 2.5 ha b) Others a) where no floor area is created b) where floor area created is up to 40 sq m c) where floor area is over 40 and no more than 1000 sm d) where floor area is between 1000 - 3750sq m e) where floor area exceeds 3750 sq m	£578 per 0.1 ha £624 per 0.1 ha £15,433 (+ £186 per 0.1 ha in excess of 2.5 ha) £293 £293 £578 per 75 sq m £624 per 75 sq m £30,680 (+ £186 per additional 75 sqm)	£202,500 £405,000

Code	Type of Development	Fee Payable	Maximum Fee
3	Agricultural Buildings on agricultural land		
	a) Outline i) sites not exceeding 1 ha ii) sites between 1 ha and 2.5 ha iii) Sites exceeding 2.5 ha b) Others i) where gross floor area is not more than 465 sq m ii) where gross floor area exceeds 465 but not more than 540 sq m iii) where gross floor area exceeds 540 but not more than 1000 sq m iv) where gross floor area is between 1000-4215 sq m v) where gross floor area exceeds 4215sq m	£578 per 0.1 ha £624 per 0.1 ha £15,433 (+ £186 per 0.1 ha in excess of 2.5 ha) £120 £578 £578 for the first 540 sq m (+ £578 per additional 75 sqm) £624 for the first 1000 sq m (+£624 per additional 75 sq m) £30,860 (+ £186 per additional 75 sq m)	£202,500 £405,000
4	Glasshouses and polytunnels on agricultural land (outline applications also)		
	a) Gross floor space up to 465 sq m b) Gross floorspace more than 465 sq m and no more than 1000 sqm c) Gross floor space 1000sq m or more	£120 £3225 £3483	
5	Erection, alteration, replacement of plant and machinery		
	i) Sites less than 1 ha ii) sites between 1 ha and 5 ha iii) Sites exceeding 5 ha	£578 per 0.1 ha £624 per 0.1 ha £30,860 (+£186 per additional 0.1 ha)	£405,000
6	Enlargement, improvement or other alteration of existing dwelling houses		
	a) in respect of one dwelling (or flat) b) two or more dwellings (or flats)	£258 £509	

7	Operations within residential curtilage for domestic purposes (including buildings, gates and fences, etc)	£258	
8	Car parks, service roads and access to serve single undertaking where associated with existing use	£293	
9	Operations connected with the exploratory drilling for oil and gas a) Sites not exceeding 7.5 ha b) Sites exceeding 7.5 ha The carrying out of any operations (other than operations coming within category 9) for the winning and working of oil and natural gas a) does not exceed 15 ha b) exceeds 15 ha	£686 per 0.1 ha £51,395 (+ £204 per additional 0.1 ha) £347 per 0.1 ha £52,002 (+ £204 per additional 0.1 ha)	£405,000 £105,300
10	Operations not within the above categories a) in the case of operations for the winning and working of minerals i) Sites not exceeding 15 ha ii) Sites exceeding 15 ha b) in other cases, per site area (NB MINERAL APPLICATIONS MUST BE MADE TO CAMBRIDGESHIRE COUNTY COUNCIL DIRECT)	£316 per 0.1 ha £47,161 (+ £186 per additional 0.1 ha) £293 per 0.1 ha	£105,300 £2,535
11	Change of use of a building to one or more dwellings a) from existing dwelling to two or more dwellings i) Fewer than 10 dwellings ii) At least 10 and not more than 50 dwellings iii) More than 50 dwellings b) from another building to one or more dwellings i) Fewer than 10 dwellings ii) At least 10 and not more than 50 dwellings iii) More than 50 dwellings	£578 per additional dwelling £624 per additional dwelling £30,860 (+ £186 per dwelling in excess of 50) £578 per dwelling £624 per dwelling £30,860 (+ £186 per dwelling in excess of 50)	£405,000 £405,000
12	Not applicable (Minerals and waste)		

Code	Type of Development	Fee Payable	Maximum Fee
13	Material change of use in land or buildings (other than a material change of use coming within any of the above categories)	£578	
14	Advertisements On business premises, forecourt or other land within the business curtilage relating to the business, goods sold, services provided, or names of persons undertaking the business 'Advance signs' not situated on the site or visible from the site directing the public to a business All other advertisements	£165 £165 £578	
15	Lawful Development Certificate		

Code	Type of Development	Fee Payable	Maximum Fee
	Existing Use – a certificate to establish the lawfulness of an existing use of land or buildings, or of development which has been carried out S191(1) a or b	Same as full	
	Existing use – a certificate to establish that it was lawful not to comply with a particular condition or other limitation subject to which planning permission has been granted S191 (1) c	£293	
	Proposed Use – a certificate to state that some future development or use would be lawful S192 (1) a or b	Half the normal planning fee	
16	<p>Prior Approval</p> <p>Prior Approval larger householder extension Part 1 Class A</p> <p>Prior Approval of Agricultural Buildings, construction of farm roads and farm excavations Part 6</p> <p>Prior Approval Telecommunications Code Systems Operators Part 16</p> <p>Prior Approval Demolition of Buildings Part 11</p> <p>Prior Approval temporary buildings and uses: Temporary use of buildings or land for film-making purposes Part 4 Class E</p> <p>Temporary School Part 4 Class CA</p> <p>Prior Approval Non-domestic extensions and alterations Collection facility Part 7 Class C</p> <p>Prior Approval renewable energy: Solar Voltaic Equipment Part 14 Class J</p>	<p>120</p> <p>£120</p> <p>£578</p> <p>£120</p> <p>£120</p> <p>£120</p> <p>£120</p> <p>£120</p>	
	<p>Prior Approval Construction of new dwelling houses Part 20 Classes ZA, A, AA, AB, AC, AD</p> <p>Not more than 10 dwellings Between 10 and 50 dwellings More than 50 dwellings</p>	<p>£418 per dwelling £451 per dwelling £22,309 (+ an additional £135 for each new dwelling in excess of 50)</p>	£405,000
16a	<p>Prior Approval – Change of use</p> <p>From various to State Funded School or Registered Nursery Part 3 Class T</p> <p>From Agricultural Building to a State Funded School or Registered Nursery Part 3 Class S</p> <p>From Agricultural Building to a flexible commercial use Part 3 Class R</p> <p>From Office to Dwellinghouse Part 3 Class O and Class MA</p>	<p>£120</p> <p>£120</p> <p>£120</p> <p>£125</p>	

Code	Type of Development	Fee Payable	Maximum Fee
	Per dwelling	£120	
	Mixed use incl up to 2 flats		
	From Agricultural Building to a Dwellinghouse where there are no Associated Building Operations Part 3 Class Q(a)	£120	
	From Agricultural Building to a Dwellinghouse and Associated Building Operations Part 3 Class Q(b)	£258	
	From a Retail to Dwellinghouse where there are no Associated Building Operations Part 3 Class M(a)	£120	
	From a Retail to Dwellinghouse and Associated Building Operations Part 3 Class M(b)	£258	
	From Amusement Arcades/Centres and Casinos, (Sui Generis Uses) to Dwellinghouses Part 3 Class N(a)	£120	
	From Amusement Arcades/Centres and Casinos, (Sui Generis Uses) to Dwellinghouses (Class C3), and Associated Building Operations Part 3 Class N(b)	£258	
	From Shops, Financial and Professional Services , Betting Offices, Pay Day Loan Shops and Casinos, to Restaurants and Cafés Part 3 Class C(a)	£120	
	From Shops, Financial and Professional Services , Betting Offices, Pay Day Loan Shops and Casinos to Restaurants and Cafés and Associated Building Operations Part 3 Class C(b)	£228	
17	Variation of condition; continuation of use or retention of building without compliance with condition, or continuation of use of land	£293	
18	Discharge of condition: Compliance with condition attached to Planning Permission a) where the request relates to 6 or 7(a) (householder) b) where the request relates to any other category	£43 £145	
19	Application for a Non-Material Amendment following Grant of Planning Permission a) Householder b) In any other case	£43 £293	
20	Application for Permission in principle	£503 per 0.1 ha	

FEES ARE NOT PAYABLE IN THE FOLLOWING CIRCUMSTANCES

Listed Building Consent

Conservation Area consent

Works to Trees covered by a Tree Preservation Order or in a Conservation Area

- E1** Where development relates to alterations or extensions to a dwellinghouse or operations within the curtilage of a dwellinghouse for the purpose of providing access or facilities for greater safety, health or comfort to a resident who is disabled (Section 29 of the National Assistance Act 1948 applies or a child who is disabled for the purposes of the Childrens Act 1989). Works to improve a disabled access to a public building is also exempt.
- E2** No longer applicable (relating to permitted development)
- E3** Where the application is revised to deal with any variations needed following the **grant of permission** on the same site or part of that site, the same description or character of development, by the same applicant within 12 months of the previous approval.
NOTE: This only relates to applications where the application was granted before 6th December 2023. For applications granted after this date, the 'free go' no longer applies
- E4** Where the application is for **refusal** on the same site or part of that site, the same description or character of development, by the same applicant within 12 months of the previous refusal by either the LPA or Secretary of State on appeal.
NOTE: This only relates to applications where the application was refused before 6th December 2023. For applications refused after this date, the 'free go' no longer applies.
- E5** Where the application is revised following **withdrawal** because the LPA has indicated that certain changes would make it acceptable on the same site or part of that site, the same description or character of development, by the same applicant within 12 months of the making of the earlier one.
NOTE: This only relates to applications where the application was received before 6th December 2023. For applications received after this date and subsequently withdrawn, the 'free go' no longer applies.
- E6** Where the application is to change a building or land from one use to another within the same class specified in the Schedule of Town and Country Planning (Use Classes) Order 1987 (As amended) and where planning permission is required solely because such change is prohibited by condition of a previous grant of planning permission.

REDUCTIONS

- R1** Use of land for sports field or other ancillary operations (other than buildings) by non-profit making club or society - fee payable £462
- R2** Applications for approval of one or more reserved matters require fees in accordance with the schedule expect where such applications have previously been made and the sum of fees paid is not less than would be payable in respect of all reserved matters authorised by the outline permission. On subsequent applications for approval of reserved matters by the same applicant - fee payable £462
- R3** Applications by Parish Councils - fee payable is one half normal rate.
- R4** Alternative proposals on the same site submitted by the same applicant - highest category at full fee, remainder at half fee. Normal fees are required for duplicate applications.
- R5** Applications straddling district or county boundaries are subject to special rules (para 8 of DOE

Circular 73/91 relates). Generally one fee is paid to the authority having the larger site but calculated by the whole scheme, and subject to special ceiling. Please consult Local Planning Authority for guidance.