

**NOTES FOR GUIDANCE**

**FEES From 1 April 2025**

**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 i) Sites not exceeding 0.5 ha  ii) Sites between 0.5 ha and 2.5 ha  iii) Sites exceeding 2.5 ha | £588 per 0.1 ha  £635 per 0.1ha  £15,695 (+ £189 per 0.1ha in excess of 2.5 ha) | £205,943 |
|  | b) Others i) Fewer than 10 dwellings  ii) At least 10 and not more than 50 dwellings  iii) exceeding 50 dwellings | £588 per dwelling  £635 per dwelling  £31,385 (+ £189 for each dwelling in excess of 50) | £411,885 |
| **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 | £588 per 0.1 ha  £635 per 0.1 ha  £15,695 (+ £189 per 0.1 ha in excess of 2.5 ha) | £205,943 |
|  | b) Others  i) where no floor area is created  ii) where floor area created is up to 40 sqm  iii) where floor area is over 40 and less than 1000sm  iv) where floor area is between 1000 - 3750sqm  v) where floor area exceeds 3750 sqm | £298  £298  £588 per 75 sq m  £635 per 75 sq m  £31,385 (+ £189 per additional 75 sqm) | £411,885 |

|  |  |  |  |
| --- | --- | --- | --- |
| **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 | £588 per 0.1 ha  £635 per 0.1 ha  £15,695 (+ £189 per 0.1 ha in excess of 2.5 ha) | £205,943 |
|  | b) Others  i) where gross floor area Is not more than 465 sqm  ii) where gross floor area exceeds 465 but not more than  540 sqm  iii) where gross floor area exceeds 540 but not more than  1000 sqm  iv) where gross floor area is between 1000-4215 sqm  v) where gross floor area exceeds 4215sq m | £122  £588  £588 for the first 540sqm (+ £588 per additional 75 sqm)  £5,077 for the first 1000sqm (+£635 per additional 75 sqm)  £31,385 (+ £189 per additional 75 sqm) | £411,885 |
| **4** | **Glasshouses and polytunnels on agricultural land (outline applications also)** |  |  |
|  | a) Gross floor space up to 465 sqm  b) Gross floorspace more than 465 sqm and no more than 1000 sqm  c) Gross floor space 1000sq m or more | £122  £3,280  £3,542 |  |
| **5** | **Erection, alteration, replacement of plant and machinery** |  |  |
|  | 1. Sites less than 1 ha 2. sites between 1 ha and 5 ha 3. Sites exceeding 5 ha | £588 per 0.1 ha  £635 per 0.1 ha  £31,385 (+£189 per additional 0.1 ha) | £411,885 |
| **6** | **Enlargement, improvement or other alteration of existing dwelling houses** |  |  |
|  | 1. in respect of one dwelling (or single flat) 2. Two or more dwellings (2 or more flats) | £528  £1,043 |  |
| **7** | **Operations within residential curtilage for domestic purposes (including buildings, gates and fences, etc)** | £262 |  |
| **8** | **Car parks, service roads and access to serve single undertaking where associated with existing use** | £298 |  |
| **9** | **Operations connected with the exploratory drilling for oil and gas** |  |  |
|  | a) Sites not exceeding 7.5 ha  b) Sites exceeding 7.5 ha | £698 per 0.1 ha  £52,269  (+ £207 per additional 0.1 ha) | £411,885 |
|  | **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 | £353 per 0.1 ha |  |
|  | b) exceeds 15 ha | £52,886  (+ £207 per additional 0.1 ha) | £107,090 |
| **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 | £321 per 0.1 ha  £47,963  (+ £189 per additional 0.1 ha) | £107,090 |
|  | b) in other cases, per site area  (NB MINERAL APPLICATIONS MUST BE MADE TO CAMBRIDGESHIRE COUNTY COUNCIL DIRECT) | £298 per 0.1 ha | £2,578 |
| **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 | £588 per additional dwelling  £635 per additional dwelling  £31,385 (+ £189 per dwelling in excess of 50) | £411,885 |
|  | 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 | £588 per dwelling  £635 per dwelling  £31,385  (+ £189 per dwelling in excess of 50) | £411,885 |
| **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) | £588 |  |
| **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 | £168 |  |
|  | ‘Advance signs’ not situated on the site or visible from the site directing the public to a business | £168 |  |
|  | All other advertisements | £588 |  |
| **15** | **Lawful Development Certificate** |  |  |
|  | 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 | £298 |  |
|  | 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** | **Prior Approval** |  |  |
|  | **Prior Approval larger householder extension**  Part 1 Class A and Part 1 Class AA | £240 |  |
|  | **Prior Approval of Agricultural Buildings**, construction of farm roads and farm excavations  Part 6 | £240 |  |
|  | **Prior Approval Telecommunications** Code Systems Operators  Part 16 | £588 |  |
|  | **Prior Approval Demolition** of Buildings  Part 11 | £240 |  |
|  | **Prior Approval temporary buildings and uses:**  Temporary use of buildings or land for film-making purposes Part 4 Class E | £240 |  |
|  | Temporary School  Part 4 Class CA | £240 |  |
|  | **Prior Approval Non-domestic extensions and alterations**  Collection facility  Part 7 Class C | £240 |  |
|  | **Prior Approval renewable energy:**  Solar Voltaic Equipment  Part 14 Class J | £240 |  |
|  | **Prior Approval**  **Construction of new dwelling houses inv demolition of certain buildings, and extending certain buildings upwards to create new dwellings**  Part 20 Classes ZA, A, AA, AB, AC, AD  Fewer than 10 dwellings  Between 10 and 50 dwellings  More than 50 dwellings | £425 per dwelling  £459 per dwelling  £22,688 (+ an additional £137 for each new dwelling in excess of 50) | £411,885 |
| **16a** | **Prior Approval – Change of use**  From various to State Funded School or Registered Nursery Part 3 Class T | £240 |  |
|  | From Agricultural Building to a State Funded School or Registered Nursery  Part 3 Class S | £240 |  |
|  | From Agricultural Building to a flexible commercial use  Part 3 Class R | £240 |  |
|  | From Commercial/business/Service to Dwellinghouse  Part 3 Class MA Per dwelling  Mixed use incl up to 2 flats | £250  £240 |  |
|  | From Agricultural Building to a Dwellinghouse  where there are no Associated Building Operations  Part 3 Class Q(a) | £240 |  |
|  | From Agricultural Building to a Dwellinghouse and Associated Building Operations  Part 3 Class Q(b) | £516 |  |
|  | From a Retail to Dwellinghouse where there are no Associated Building Operations  Part 3 Class M(a) | £240 |  |
|  | From a Retail to Dwellinghouse and Associated Building Operations  Part 3 Class M(b) | £516 |  |
|  | From Amusement Arcades/Centres and Casinos, (Sui Generis Uses) to Dwellinghouses  Part 3 Class N(a) | £240 |  |
|  | From Amusement Arcades/Centres and Casinos, (Sui Generis Uses) to Dwellinghouses (Class C3), and Associated Building Operations  Part 3 Class N(b) | £516 |  |
|  | From Shops, Financial and Professional Services , Betting Offices, Pay Day Loan Shops and Casinos, to Restaurants and Cafés  Part 3 Class C(a) | £240 |  |
|  | 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) | £516 |  |
| **17** | **Variation/removal of condition/Continuation of use or retention of building without compliance, or continuation of use of land:**  Householder (existing dwelling house)  Non major (other than householder)  Major development | £86  £586  £2000 |  |
| **18** | **Discharge of condition:**  Compliance with condition attached to Planning Permission |  |  |
|  | a) where the request relates to householder | £86 |  |
|  | b) where the request relates to any other category | £298 |  |
| **18a** | Biodiversity net gain plan (post application) | £298 |  |
| **19** | **Application for a Non-Material Amendment** following Grant of Planning Permission |  |  |
|  | a) Householder | £44 |  |
|  | b) In any other case | £298 |  |
| **20** | **Application for Permission in principle** | £512 per 0.1 ha |  |

**FEES ARE NOT PAYABLE IN THE FOLLOWING CIRCUMSTANCES**

**Listed Building Consent**

**Relevant demolition in a Conservation Area**

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

**Hedgerow removal notice**

**EXEMPTIONS**

**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 Children’s Act 1989). Works to improve a disabled access to a public building is also exempt.

**E2 to**

**E5** No longer applicable(relating to permitted development and ‘free go’s)

**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 £588

**R2** Reserved matters: Full application fee due, or if full application fee already paid, £588

**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.