



Planning Service – Discretionary Fees

Service	Fee	Description
Admin charge for applications not submitted on the Planning Portal i.e postal or email.	£85 per application	This charge is to cover the extra time taken to upload applications to the system and any associated printing etc. Please note the Portal charges a similar fee.
Charging for invalid applications (that have not been made valid within 28 days or as indicated/agreed by the Councils validation team).	Householder, advertisements Certificates of Lawfulness & Prior notifications - £66 Minor Applications - £135 Major Applications - £265	The charge is to cover admin costs for corresponding, processing, assessing the validity etc of un-progressed planning applications. The charge will be taken out automatically of any fee to be returned with the application.
Copy of Decision Notice, TPO, Appeal Decision Notice, Enforcement Notices, S111 etc	£40 per document	Most of these are available via self service, The Council will sign post requests to this free option but if officers are required to print, find or sent such documents then the charge will be implemented in advance of delivery. See above.
Copy of S106 or Agreement	£66 per document	