

Fees and Charges Document



Planning



*Effective from
6 December 2023*

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General charges

There are standard charges for paper copies of certain types of records and documents. Please note that the charges below include VAT, but do not include postage.

Payment must be received before documents are provided and can be made by credit or debit card over the phone or by cheque.

Copying charges	
A4 black and white	12p per sheet
A4 colour	60p per sheet
A3 black and white	60p per sheet
A3 colour	£1.20p per sheet
A2 Plans	£12 per sheet
A1 Plans	£12 per sheet
A0 Plans	£18 per sheet

Copies of documents	
Decision notice	£12
Appeal decision	
Enforcement notice	
Tree Protection Order	

Planning

Statutory Charges (application fees)

Planning application fees are set nationally and are established in The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) (Amendment) Regulations 2023. [These fees will apply from 6th December 2023.](#)

Outline Applications		
Site area	Not more than 0.5 hectares	£578 for each 0.1 hectare (or part thereof)
	Between 0.5 hectares and 2.5 hectares	£624 for each 0.1 hectare (or part thereof)
	More than 2.5 hectares	£15,433+ £186 for each additional 0.1 hectare (or part thereof) in excess of 2.5 hectares Maximum fee of £202,500

Reserved Matters	
Application for approval of reserved matters following outline approval	Full fee due or if full fee already paid then £578

Householder Applications		
Alterations/extensions to a single dwellinghouse , including works within boundary	Single dwellinghouse	£258

Full Applications (and First Submissions of Reserved Matters; or Technical Details Consent)		
Alterations/extensions to dwellinghouses , including works within boundaries	Single dwellinghouse (or single flat)	£258
	Two or more dwellinghouses (or two or more flats)	£509
New dwellinghouses	Not more than 10 dwellinghouses	£578 for each dwellinghouse
	Between 10 and 50 new dwellinghouses	£624 per dwellinghouse
	More than 50 new dwellinghouses	£30,860 + £186 per additional dwellinghouse in excess of 50 up to a maximum of £405,000

Erection of buildings (not dwellinghouses, agricultural, glasshouses, plant nor machinery):		
Gross floor space to be created by the development	No increase in gross floor space or no more than 40m ²	£293
	More than 40m ² but no more than 1000m ²	£578 for each 75 m ² (or part thereof)
	Between 1,000m ² and 3,750m ²	£624 for each 75m ² (or part thereof)
	More than 3,750m ²	£30,680 + £186 for each additional 75m ² (or part thereof) in excess of 3,750m ² to a maximum of £405,000
The erection of buildings (on land used for agriculture for agricultural purposes)		
Gross floor space to be created by the development	Not more than 465m ²	£120
	More than 465m ² but not more than 540m ²	£578
	More than 540m ² but not more than 1,000m ²	£578 for first 540m ² + £578 for each additional 75m ² in excess of 540m ²
	Between 1,000m ² and 4,215m ²	£624 for first 1000 m ² + £624 for each additional 75m ² in excess of 1,000m ²
	More than 4,215m ²	£30,860 + £186 for each additional 75m ² in excess of 4,215m ² subject to a maximum fee of £405,000
Erection of glasshouses (on land used for the purposes of agriculture)		
Gross floor space to be created by the development	Not more than 465m ²	£120
	More than 465m ² but not more than 1,000m ²	£3,225
	1000m ² or more	£3,483
Erection/alterations/replacement of plant and machinery		
Site area	Not more than 1 hectare	£578 for each 0.1 hectare (or part thereof)
	More than 1 hectare but not more than 5 hectares	£624 for each 0.1 hectare (or part thereof)
	More than 5 hectares	£30,860 + £186 for each additional 0.1 hectare (or part thereof) in excess of 5

		hectares Maximum fee of £405,000
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Applications other than Building Works		
Car parks, service roads or other accesses	For existing uses	£293
Waste (Use of land for disposal of refuse or waste materials or deposits of material remaining after extraction or storage of minerals)		
Site area	Not more than 15 hectares	£316 for each 0.1 hectare (or part thereof)
	More than 15 hectares	£47,161 + £186 for each 0.1 hectare (or part thereof) in excess of 15 hectares up to a maximum of £105,300
Operations connected with exploratory drilling for oil or natural gas		
Site area	Not more than 7.5 hectares	£686 for each 0.1 hectare (or part thereof)
	More than 7.5 hectares	£51,395 + £204 for each 0.1 hectare (or part thereof) in excess of 7.5 hectares up to a maximum of £405,000
Operations (other than exploratory drilling) for the winning and working of oil or natural gas		
Site area	Not more than 15 hectares	£347 for each 0.1 hectare (or part thereof)
	More than 15 hectares	£52,002 + £151 for each 0.1 hectare (or part thereof) in excess of 15 hectares up to a maximum of £105,300
Other operations (winning and working of minerals) excluding oil and natural gas		
Site area	Not more than 15 hectares	£316 for each 0.1 hectare (or part thereof)
	More than 15 hectares	£47,161 + additional £186 for each 0.1 in excess of 15 hectare up to a maximum of £105,300
Other operations (not coming within any of the above categories)		
Site area	Any site area	£293 for each 0.1 hectare (or part thereof) up to a maximum of £2,535

Change of Use of a building to use as one more separate dwellinghouses, or other cases		
Number of dwellinghouses	Not more than 10 dwellinghouses	£578 for each dwellinghouse
	Between 10 and 50 dwellinghouses	£624 for each dwellinghouse
	More than 50 dwellinghouses	£30,860 + £186 for each in excess of 50 up to a maximum of £405,000
Other Changes of Use of a building or land		£578

Removal/ Approval/ Variation/ discharge of condition	
Application for removal or variation of a condition following grant of planning permission	£293
Discharge of condition(s) – Approval of details and/or confirmation that one or more planning conditions have been complied with	£43 per request for Householder otherwise £145 per request

Non-material minor amendment following the grant of planning permission	
Householder developments	£43
Any other developments	£293

Lawful Development Certificate	
Existing use or operation	Same as Full
Existing use or operation – lawful not to comply with any condition or limitation	£293
Proposed use or operation	Half the normal planning fee.

Prior Approval	
Larger Home Extensions	£120
Additional storeys on a home	£120
Demolition of buildings	£120
Agricultural and Forestry buildings & operations	£120
Communications (previously referred to as 'Telecommunications Code Systems Operators')	£578
Change of use from Commercial/Business/Service (Use Class E), or Betting Office or Pay Day Loan Shop to mixed use including up to two flats (Use Class C3)	£120
Change of Use of a building and any land within its curtilage from Commercial/Business/Service (Use Class E), Hotels (Use Class C1), Residential Institutions (Use Class C2),	£120

Secure Residential Institutions (Use Class C2A) to a State Funded School	
Change of Use of a building and any land within its curtilage from an Agricultural Building to a State-Funded School	£120
Change of Use of a building and any land within its curtilage from an Agricultural Building to a flexible commercial use within Commercial/Business/Service (Use Class E), Storage or Distribution (Use Class B8), or Hotels (Use Class C1)	£120
Change of Use of a building and any land within its curtilage from Commercial/Business/Service (Use Class E) to Dwellinghouses (Use Class C3)	£125 per each dwellinghouse
Change of Use of a building and any land within its curtilage from an Agricultural Building to Dwellinghouses (Use Class C3)	£120; or
	£258 if it includes building operations in connection with the change of use
Change of Use of a building and any land within its curtilage from Amusement Arcades/Centres and Casinos to Dwellinghouses (Use Class C3)	£120; or
	£258 if it includes building operations in connection with the change of use
Temporary Use of Buildings or Land for the Purpose of Commercial Film-Making and the Associated Temporary Structures, Works, Plant or Machinery required in Connection with that Use	£120
Provision of Temporary School Buildings on Vacant Commercial Land and the use of that land as a State-funded School for up to 3 Academic Years	£120
Development Consisting of the Erection or Construction of a Collection Facility within the Curtilage of a Shop	£120
Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roofs of Non-domestic Buildings, up to a Capacity of 1 Megawatt	£120
Erection, extension, or alteration of a university building	£120
Movable structure within the curtilage of a historic visitor attraction, or listed pub/restaurant/etc	£120
Erection, extension or alteration on a closed defence site by or on behalf of the Crown of single living accommodation and/or non-residential buildings	£120

Construction of new dwellinghouses	Not more than 10 dwellinghouses	£418 for each dwellinghouse
	Between 10 and 50 dwellinghouses	£451 for each dwellinghouse
	More than 50 dwellinghouses	£22,309 + £135 for each dwellinghouse in excess of 50 Maximum fee of £405,000

Advertising

Relating to the business on the premises	£165
Advance signs which not situated on or visible from the site, directing the public to a business	£165
Other advertisements	£578

Applications for Permission in Principle

Site area	£503 for each 0.1 hectare (or part thereof)
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Applications made under Regulations 75 & 77 of the Habitat Regulations

This fee will be applicable to applications made under sections 75 & 77 of the Habitat Regulations.	£30
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Applications made to the Lead Local Flood Authority

This fee will be applicable to applications made for ordinary watercourse consent	£50
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Administration charges for planning applications that are returned invalid

Applicable for invalid applications. This will be taken if refunds are provided for applications which are returned unvalidated.	Major applications	£200
	Minor planning applications	£120
	All other planning applications	£60

Concessions

Please note: Not all concessions are valid for all application types. Upon receipt of your application, the local authority will check the fee is correct and if the concession is applicable.

Application types with no current fee

Listed Building Consent

Planning permission for relevant demolition in a Conservation Area

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

Hedgerow removal notice

Exemptions from payment (removed from legislation but remain valid as per below)

An application that is the first and only revision of a previous application of the same type, for development of the same character or description, on the same site (or part of that site), by the same applicant where it will be received by the Local Authority within 12 months of:

- the Local Authority receiving the previous application if it was withdrawn; or
- the previous application being granted or refused; or
- the determination period of the previous application expiring, where that application was validated, not determined, and then appealed on the grounds of non-determination;

and, in all cases, where that relevant 12-month period started no later than 5th December 2023.

An application that is the first and only revision of a previous application, for display advertisement(s) of the same description, on the same site(s) or part(s) of the site(s), by the same applicant, where it will be received by the Local Authority within 12 months of:

- the Local Authority receiving the previous application if it was withdrawn; or
- the previous application being refused;

and, in all cases, where that relevant 12-month period started no later than 5th December 2023

Exemptions from payment

An application solely for the alteration or extension of an existing dwellinghouse; or works in the curtilage of an existing dwellinghouse (other than the erection of a dwellinghouse) for the purpose of providing:

- Means of access to or within it for a disabled person who is resident in it, or is proposing to take up residence in it; or
- Facilities designed to secure that person's greater safety, health or comfort.

An application solely for the carrying out of the operations for the purpose of providing a means of access for disabled persons to or within a building or premises to which members of the public are admitted.

If the application relates to an alternate use of buildings or land within the same Use Class that requires planning permission only by the requirements of a condition imposed on a permission granted or deemed to be granted under Part 3 of the Town and Country Planning Act 1990 (as amended).

If the application is for a lawful development certificate, for existing use, where an application for planning permission for the same development would be exempt from the need to pay a

planning fee under any other planning fee regulation.

If the application is for consent to display an advertisement which results from a direction under Regulation 7 of the 2007 Regulations, dis-applying deemed consent under Regulation 6 to the advertisement in question.

If the application relates to a condition or conditions on an application for Listed Building Consent or planning permission for relevant demolition in a Conservation Area.

If the application is for a Certificate of Lawfulness of Proposed Works to a listed building.

If an application for planning permission (for which a fee is payable) being made by the same applicant on the same date for the same site, buildings or land as the prior approval application (for larger home extensions, additional storeys on a home, or change of uses).

Reductions in payments

If the application is being made on behalf of a non-profit making sports club for works for playing fields not involving buildings then the fee is £578.

If the application is being made on behalf of a parish or community council then the fee is 50%

If the application is an alternative proposal being submitted on the same site by the same applicant on the same day, where this application is of lesser cost then the fee is 50%

In respect of reserved matters you must pay a sum equal to or greater than what would be payable at current rates for approval of all the reserved matters. If this amount has already been paid then the fee is £578.

If the application is for a Lawful Development Certificate for a Proposed use or development, then the fee is 50%

If two or more applications are submitted for different proposals on the same day and relating to the same site then you must pay the fee for the highest fee plus half sum of the others

Fees for cross boundary applications

Where an application crosses one or more local or district planning authorities.

- The amount due is usually 150% of the 'single' fee that would have been payable for the proposed development (as if there had only been one application to a single authority covering the entire site); unless
- The 'total' fee (the sum total of each separately calculated fee for each part of the development within each authority's boundary) is smaller. In which case this 'total' fee is the fee due.

In either case, the fee should be paid to the authority that contains the larger part of the application site within its boundary.

Pre-Application Advice Service

The LPA offers a discretionary pre-application advice service, and further information can be found at

<https://www.iow.gov.uk/Residents/Environment-Planning-and-Waste/Planning/Planning-Pre-application-Advice/Pre-Application-Advice-Service>

		House holder	Minor	Major	Large Major
Bronze	Written desk-based response	£55	£166	£553	£775
Silver	Meeting at the Council offices, followed by a written response	£111	£221	£664	£885
Gold	On-site meeting following by a written response	£166	£277	£719	£940
Platinum	Planning Performance Agreement	£221	£443	£885	£1,106

The Council would prefer pre-application advice requests to be made online. **Please note** payments by cheque or by credit or debit card over the telephone cannot be accepted using the online forms.

Specialist Advice Service

The LPA will charge the following fees to undertake the discretionary services set out below. Please note that the LPA's ability to provide these services is discretionary and may, due to resources, be withdrawn at any time.

Payment can be made by credit or debit card over the phone or by cheque.

Historic environment, ecology (inc. BNG) and arboricultural advice

Historic building advice		
A specialist Planning Officer (Conservation) will carry out a one-hour site visit and provide written advice relating to works to listed buildings or heritage assets.	£158	Householder
	£211	Non-householder

Historic environment advice		
A specialist Planning Officer (Conservation) will provide advice in relation to development proposals that may impact on designated and non-designated heritage assets.	£105 for the first hour & £63 p/h thereafter	Visual impact of the proposal with site visit (likely 2 hours)
		Site meeting and developer requested review meeting (likely 2 hours)
		Advice on description of the significance of the heritage asset(s) affected by the proposal (likely 1-2 hours)
		Advice on assessment of Historic significance (likely 2-4 hours)
		Advice on assessment of Cultural significance (likely 1-4 hours)
		Advice on assessment of Aesthetic/Architectural significance (likely 2-5 hours)
		Advice on scope of previous surveys (likely 1-4 hours) Post application stage

Biodiversity advice		
A specialist Planning Ecologist will provide advice on general site assessment of ecological issues.	£42	Householder and non-major
	£169	Major
A specialist Planning Ecologist will provide advice on Biodiversity Net Gain (BNG) matters	£42	Householder and non-major (small sites BNG metric)
	£169	Major (large sites BNG metric)
A specialist Planning Ecologist will provide advice on documents for planning submission – ecological surveys, Ecological Impact Assessment, Habitat Regulations	£42	Householder and non-major
	£169	Major

Arboricultural advice		
Advice on general tree issues, public amenity provision and (where applicable) existing Tree Preservation Orders	£105 for the first hour & £63 p/h thereafter	Householder
		Non-major (likely 1-2 hours)
		Major (likely 1-3 hours)
Advice on design options and impacts, with suggestions for revised design / layout where appropriate	£105 for the first hour & £63 p/h thereafter	Householder
		Non-major (likely 1-2 hours)
		Major (likely 1-3 hours)
Advice on appropriate locations, species and sizes of trees for planting to enhance existing sites or to mitigate or compensate for tree losses	£105 for the first hour & £63 p/h thereafter	Householder
		Non-major (likely 1-2 hours)
		Major (likely 1-3 hours)

Confirmation of designations and restrictions

Confirmation of use class		
The Planning Authority will confirm the permitted use of land or a property, based on the planning history of the site.	£53	

Clarification of permitted development rights		
The Planning Authority will confirm whether permitted development rights have been removed or not and any occupancy/ use restrictions, based on planning records.	£79	Householder and non-major
	£132	Major

Confirmation of designations*		
The Planning Authority will confirm whether a site is subject to designations such as AONB, Conservation Areas, TPOs etc.	£32	

Confirmation of ecological designations*		
The Planning Authority will confirm whether a site is within or near to an area designated for ecology reasons, such as SSSIs, SPAs, SACs, SINCs etc.	£53	

*Please note that this can be established without our input via our online maps.

Compliance with planning consents and enforcement

The LPA will charge the following fees to undertake the discretionary services set out below.

Confirmation of closure of an enforcement case	
If the Planning Authority has previously investigated a breach of planning control in relation to land or buildings and you were not the owner/ occupier at the time of closure, then you can use this service if you require a letter of comfort confirming the Council's decision to close a case. An Enforcement Officer will visit a site and check our records.	£63

Confirmation that an Enforcement Notice has been complied with		
The Planning Authority will confirm whether an Enforcement Notice has been complied with or not, in writing. This will include a site visit and a full check of the case	£105	With no meeting
	£158	With a 1-hour meeting

Requests to withdraw Enforcement Notice		
The Planning Authority will formally withdraw an Enforcement Notice from the Land Charges Register and record this within the case files. Please note, that the Authority will not always be able to remove Enforcement Notices relating to certain uses that may be repeated.	£316	With no meeting
	£369	With a 1-hour meeting

Confirmation that a planning condition has been complied with (non-major development)		
A Planning Officer will visit a site and confirm that conditions have been complied with, including the dimensions of approved buildings or extensions. Please note that this does not apply to major developments or minerals sites.	£158	First condition
	£21	Each condition thereafter

Confirmation that a planning condition has been complied with (major development)		
A Senior or Principal Planning Officer will visit a site and confirm that conditions have been complied with. Due to resources we cannot currently confirm dimensions of buildings or the detailed layout of a major development. This does not apply to minerals sites	£263	First condition
	£32	Each condition thereafter

Confirmation that a listed building consent has been complied with		
A Planning Officer specialising in conservation will visit a site and confirm that conditions have been complied with, including the dimensions of approved buildings and extensions.	£211	First condition
	£26	Each condition thereafter

Confirmation that a planning obligation has been complied with

A Senior or Principal Planning Officer will assess our records and confirm that the clauses within an obligation have been complied with. If a site visit is required, then a further fee will be required.	£158	Desk based
	£263	Site visit

Contributions Charges

Bird Aware Solent contribution

The Bird Aware Solent Strategy uses a sliding scale to calculate the contribution for new residential development built within 5.6km of the coastline. The contribution is calculated on the number of bedrooms per individual dwelling.

The level of developer contribution to the Bird Aware Partnership is reviewed each February in line with the Retail Price Index (RPI) and rounded up to the nearest pound. The current fees can be found via the following link [Developer contributions - Bird Aware Solent](#)

Affordable housing contribution

The contribution is calculated on a case-specific basis using the following formula

Property Value	-	Threshold	=	Remaining value
(a)	-	(b) £100,000	=	(c)
Remaining value	x	Tariff	=	Affordable Housing Contribution Sum
(c)	x	3%	=	(d)

Exceptions where the requirement for financial contributions would not apply are as follows:

- 1) Where the Property Value at first sale or occupation does not exceed £100,000
- 2) Where the development would not result in a net increase of new dwellings
- 3) Where the development would result in a dwelling/ dwellings restricted by condition or other obligation restricting occupation – this includes holiday use, agricultural ties, age restrictions etc.
- 4) Where the development would result in a dwelling/ dwellings provided as Affordable Housing in accordance with the definitions identified within the SPD, and where such provision is secured by planning obligation.

Further information can be found in a dedicated Supplementary Planning Document at <https://www.iow.gov.uk/Residents/Environment-Planning-and-Waste/Planning-Policy-new/Supplementary-Planning-Documents/Contributions-Related-SPDs>

Children's Services Facilities contribution

The contribution is calculated on a case-specific basis and is triggered if the proposed development is proposed for ten or more dwellings with more than one bedroom that are not specifically accommodation for older people.

Further information can be found in a dedicated Supplementary Planning Document at <https://www.iow.gov.uk/Residents/Environment-Planning-and-Waste/Planning-Policy-new/Supplementary-Planning-Documents/Contributions-Related-SPDs>

Monitoring Charges

The LPA will charge a monitoring fee through section 106 planning obligations, to cover the cost of monitoring and reporting on delivery of that section 106 obligation. The monitoring fee will cover the lifetime of the obligation and relates to the monitoring, reporting and delivery of planning obligation. This charge is separate to any charge associated with the preparation of the obligation agreement.

Monitoring of a planning obligation	
Fee per head of term	£580