

Planning Fees and Charges from April 2023

For planning application fees please see <https://www.stalbans.gov.uk/fees-planning-applications>

Invalid Applications Administration Fee

Applicants and Agents are encouraged to read the Validation guidance document which we have published on the Council's website prior to submitting planning applications, as minor changes can happen between major revisions of the guidance. Please note if an application is made that fails to meet our validation requirements, an invalid application charge will be made. If the information required to make the application valid is not received within 14 days of a written request for further information, we will dispose of the application and deduct a charge of £25 for householders, £75 for minor/other and £175 for major applications from the planning fee submitted before returning the balance.

Payments

For any of the services below, you can pay online at the following link: <https://www.stalbans.gov.uk/pay-online-planning-and-building-control>

PLANNING ADVICE (PRE- APPLICATIONS)

Reports for Bands B, C and E pre applications will be sent within 4 weeks of meeting unless otherwise agreed

DESCRIPTION	Service	April 2022 Fee	April 2023 Fee
BAND A Significant Major Projects <i>(The Council encourages potential developers to engage in a Planning Performance Agreement (PPA) for these proposals. Bespoke agreements can be agreed with the Council in advance of the submission of the pre-application proposal or at the first meeting setting our heads of terms)</i>			
50 dwellings or more, development on land more than 5 hectares, 10,000 square metres or more for retail, industry, warehousing. Any development that requires an Environmental Impact Assessment.	Please email planningpreapp@stalbands.gov.uk with your request and you will be contacted by a planning officer to	£3567 +VAT = £4280.40	£3,985 +VAT = £4782.00

	discuss your requirements with you.		
BAND B Major Proposals			
BAND B1 between 10-14 dwellings	1 meeting lasting up to 1.5 hour plus written report	£1830 + VAT = £2196	£2050 + VAT = £2460
BAND B2 between 15-24 dwellings	1 meeting lasting up to 1.5 hour plus written report	£2449 + VAT = £2938.80	£2727 + VAT = £3272.40
BAND B3 between 25-49 dwellings	1 meeting lasting up to 2 hour plus written report	£3100 + VAT = £3720	£3408 + VAT = £4089.60
BAND B4 Change of use between 1000-4999 square metres of buildings and land; or non-residential development such as retail, leisure, industry, warehousing, agriculture	1 meeting lasting up to 1.5 hour plus written report	£1830 + VAT = £2196	£2050 + VAT = £2460
BAND B5 between 1 hectare and 4.99 hectares for non-residential development such as retail, leisure, industry, warehousing, agriculture	1 meeting lasting up to 2 hour plus written report	£3100 + VAT = £3720	£3408 + VAT = £4089.60
BAND C Minor Proposals			
BAND CH 1 new or replacement dwelling	1 meeting lasting up to 30 minutes plus written report	£376 + VAT = £451.20	£425 + VAT = £510

BAND CH1 1 new or replacement dwelling (including written only Listed Building and/or Conservation advice)	1 meeting with Planning Officer lasting up to 30 minutes plus written report	£446 + VAT = £535.20	£500 + VAT = £600.00
BAND C1 Minor Proposals for 2-4 dwellings (including replacement dwellings)	1 meeting lasting up to 1 hour plus written report	£953 + VAT = £1143.60	£1060 + VAT = £1272
BAND C2 Minor Proposals 5-9 dwellings	1 meeting lasting up to 1 hour plus written report	£1235 + VAT = =£1482	£1362 + VAT = £1634.40
BAND C3 Change of use between 1-999 square metres of buildings and land; or non-residential development such as retail, leisure, industry, warehousing, agriculture, education, care home, sui generis use	1 meeting lasting up to 1 hour plus written report	£1235 + VAT = £1482	£1362 + VAT = £1634.40
BAND C4 Advertisements	1 meeting lasting up to 30 minutes plus written report	£240 + VAT = £288	£265 + VAT = £318
BAND D Householder extensions and alterations			
BAND D1 Householder extensions and alterations	1 meeting lasting up to 30 minutes plus written report	£240 + VAT = £288	£265 + VAT = £318
BAND D1A Householder extensions and alterations for Listed Buildings and/or properties in a conservation area ((including written Listed Building and/or Conservation advice only)	1 meeting with Planning Officer lasting up to 30 minutes plus written report	£310 + VAT = £372.00	£344 + VAT = £412.80

BAND D2 Householder extensions and alterations – written advice only	Written advice only	£151 + VAT = £181.20	£167 + VAT = £200.40
BAND D2A Householder extensions and alterations for Listed Buildings and/or properties in a conservation area-written advice only	Written advice only	£221 +VAT = £265.20	£245 + VAT = £294
BAND E Listed Buildings and Conservation			
BAND E2 Listed building and/or conservation advice only for all proposals	1 meeting lasting up to 1 hour plus written report	£912 + VAT = £1094	£1005 + VAT = £1206

Additional services

For these additional pre application services please email planningpreapp@stalbans.gov.uk

DESCRIPTION		April 2022 Fee inc VAT COST	April 2023 Fee inc VAT
SITE VISITS FOR PRE APPLICATIONS (PER OFFICER) BOOKED WITH PRE APPLICATION REQUEST – TO TAKE PLACE PRIOR TO ANY MEETING OR REPORT PREPARATION			
MAJOR PROPOSALS BAND A BAND B	Per site visit	£304 + VAT = £364.80	£330 plus VAT = £396

MINOR PROPOSALS BAND C BAND CH	Per site visit	£230 plus VAT = £276	£250 + VAT = £300
LISTED BUILDINGS AND CONSERVATION (site visit undertaken by Conservation Officer) BAND E	Per site visit	£230 plus VAT = £276	£250 + VAT = £300
HOUSEHOLDER PROPOSALS Planning Officer Conservation Officer	Per site visit	£125 plus VAT = £150	£138 + VAT = £165.60 £142 + VAT = £170.40
ATTENDANCE OF ADDITIONAL OFFICER AT PRE APPLICATION MEETING (PER OFFICER)			
MAJOR PROPOSALS BAND A /BAND B3/BAND B5	1 meeting lasting up to 2 hours	£430 + VAT = £516	Bespoke fee – dependent on seniority of officer attending
MAJOR PROPOSALS BAND B1/B2/BAND B4	1 meeting lasting up to 1.5 hour	£395 + VAT = £474	Bespoke fee – dependent on seniority of officer attending
MINOR PROPSALS BAND C1/C2/C3	1 meeting lasting up to 1 hour	£340 +VAT = £408	
FOLLOW UP PRE APPLICATION REPORT/ MEETING			
Must be requested within one month of receipt of pre application advice	As original meeting	50% of initial pre application cost	50% of initial pre application cost

For the following services please email planning@stalbans.gov.uk with your request

REQUEST RELATED TO LEGAL AGREEMENTS (S106) Plus Site visit (if required) £96.00 + VAT = £115.20			April 2023
Confirmation of compliance with a specific agreement (including financial obligations)	Written confirmation	£116 + VAT = £139.20	£128.00 + VAT = £153.60
Request to modify (Deed of Modification) a Section 106 obligation Fee for the submission of an application to consider whether changes should be made to a planning obligation or to discharge an existing obligation. Please complete the form which can be found here	Written confirmation		Minimum charge £256.00 – bespoke fee will be advised
Discharge a Section 106 obligation Please complete the form which can be found here	Written confirmation		£214.00 + VAT = £256.80
OTHER HOUSEHOLDER ENQUIRIES (Within 4 weeks of receipt of payment email or letter)			
Request advice as to as to what type of application could be applied for. This service will not provide an assessment the planning merits of the proposal or advise if planning permission is likely to be granted.	Written confirmation and type of application if required	£77.00 + VAT = £92.40	£85.00 +VAT = £102.00
Check if permitted development rights have been withdrawn on the property. This service will not provide an assessment the planning merits of the proposal or advise if planning permission is likely to be granted.	Written confirmation PD rights exist/have been withdrawn	£77.00 + VAT = £92.40	£85.00 +VAT = £102.00

Planning History Note You can inspect the Planning Statutory Register free of charge	Details of recent planning history of your property	$£99 + \text{VAT} = £118.80$	$£109.00 + \text{VAT} = £130.80$
RESEARCH REQUESTS – CHARGE DEPENDENT ON REQUEST MINIMUM CHARGE (2 Hours) IS £122 +VAT = £146.40			£135 +VAT = £162.00

BUILDING CONTROL SERVICES – please email BuildingControl@stalbans.gov.uk with your request

DESCRIPTION		COST	
Building Control History search	Details of recent Building Control history of your property	$£99 + \text{VAT} = £118.80$	$£109.00 + \text{VAT} = £130.80$
Conveyance enquiries	Copies of Building Control documents (per dwelling)	$£35 + \text{VAT} = £42$	$£38.50 + \text{VAT} = £46.20$
Final Inspections – where property has not been inspected for 12 months	Final Inspection	$£100 + \text{VAT} = £120$	$£110.00 + \text{VAT} = £132.00$

TREES - please email Trees@stalbans.gov.uk with your request

DESCRIPTION		COST	Proposed
Information for householders about Tree works/preservation orders on trees within your curtilage Note you can check the status of trees via the online mapping service provided by St Albans City and District Council on its website	History of tree works/TPOs (per dwelling)	£99 + VAT = £118.80	£109.00 +VAT = £130.80

ENFORCEMENT NOTICES - please email planningenforcement@stalbans.gov.uk with your request

DESCRIPTION		COST	
Request for copy of Enforcement Notice	Copy of enforcement notice (per dwelling)	£35.00 + VAT = £42	£38.50 + VAT = £46.20
Confirmation that no planning enforcement action will be taken or enforcement notice complied with - If the Council has been in contact with you recently to investigate a breach of planning control and determined not to take any action you will be verbally advised of the outcome.	Written confirmation		£109.00 +VAT = £130.80

STREET NAMING AND NUMBERING

Description	Charge	Charge from April 2023
Existing Addresses		
Renaming existing street at residents' or parish council request	£450 (plus £25 per dwelling effected	£480 plus following charges first house/flat £150 and £54 for each additional house/£66 for each additional flat
Renaming existing building	£100	£114 plus £66 for each additional address change
Addition of name to numbered property per property	£75	£114
New Buildings/Developments		
New street name	£250	£276
1 house/flat		£150
Each additional house		£54
Each additional flat		£66
1 to 5 dwellings	£250	
6 to 25 dwellings	£450	
26 to 75 dwellings	£800	
Over 76 dwellings	£1000	

Division of existing property into flats	£200 (plus £50 for each dwelling numbering)	£216 plus £66 per flat
Admin		
Confirmation of postal address	£25	£26.40
Amendment to approved schedule or plan - bespoke price ask for quote	£25	Minimum charge £130
Reinstating postal address following demolition and reconstruction of dwelling	£100	£150
Archive search (providing historic property information) – bespoke price ask for quotation	£250	Minimum charge £130

If the proposed works are not listed above as a standard charge, we will advise you of the cost.