

PRE-APPLICATION PLANNING ADVICE REQUEST FORM

Applicant Name:	Agent Name:						
Applicant Address:	Agent Address:						
Telephone: Email:	Telephone: Email:						
Location of Proposed Development:							
Description of Proposal:							
Any other information relevant to the proposal:							
<p>Plans and Supporting Information</p> <p>A site location plan clearly identifying the site or building in question must be submitted and a proposed layout. The level of further detail will depend on the complexity of the proposal but further supporting plans, elevations, numbers of units (residential), dimensions and photographs will assist the discussions. Please specify the information provided below and ensure that these are provided with the request form.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Site location plan</td> <td style="width: 50%;">Indicative drawings/elevations</td> </tr> <tr> <td>Proposed layout</td> <td>Photographs</td> </tr> <tr> <td colspan="2">Additional information <i>(please specify below)</i></td> </tr> </table>		Site location plan	Indicative drawings/elevations	Proposed layout	Photographs	Additional information <i>(please specify below)</i>	
Site location plan	Indicative drawings/elevations						
Proposed layout	Photographs						
Additional information <i>(please specify below)</i>							

Category of Advice Sought (and fee)	Written / email enquiry	Meeting
Household extensions /outbuildings, including requests to confirm if permission is required or not	£55	£77

Works to listed buildings (<i>see Footnote 1</i>)	£55	£77
Change of use (excluding residential)	£55	£110
Minor development 1 – 4 dwellings; up to 200 square metres gross floorspace; or site area up to 0.2ha	£220	£275
Minor development 5 – 9 dwellings; between 200 and 999 square metre gross floorspace; or site area between 0.2 and 0.5 ha	£275	£330
Small scale major development 10 to 49 dwellings; 1000 to 9999 square metres gross floorspace; or site area 0.5 to 1 ha.	£550	£880
Large scale major development 50 plus dwellings; 1000 square metre plus gross floorspace; or site area above 1 ha.	£880	£1100
All other proposals and adverts	£66	£110
<i>Footnote 1: Where alterations to listed buildings also need planning permission, only the fee payable for the works requiring planning permission will be payable.</i>		

Payment

Payments can be made by debit or credit card via phone 01482 612345.



Disclosure

Developers and applicants should be aware that information related to pre-application requests may be subject to requests under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004. The Act and Regulations provide for some exemptions from the need to disclose commercially sensitive information and in cases where applicants consider that specific information is exempt from the requirements of the Act or the regulations,

the justification for their position should be provided to the Local Planning Department.

Disclaimer

The Council will make every effort to ensure that the advice given in the pre-application process is as accurate as possible. However, any advice given by council officers for pre-application enquiries does not constitute a formal response or decision of the Council with regards to any future planning applications. Whilst it may be a material consideration, it cannot be held to bind the Council in its validation or formal determination of a subsequent application.

Please sign and date this form

Date:

Signed:

Completed forms should be sent either by email to:

Dev.control@hullcc.gov.uk

Or by post to:

Planning Services
Hull City Council
The Guildhall
Alfred Gelder Street
Hull
HU1 2AA

For help or advice completing the form please email the address above or call 01482 612345.

Planning Development Control 2nd Floor Kingston House, Bond Street, HULL HU1 3ER

www.hullcc.gov.uk

Tel: 01482 300 300

