



CHIEF EXECUTIVE'S DEPARTMENT (REGENERATION)

PLANNING GUIDANCE NOTE No.13 PLANNING APPLICATION FEES (Revised 1st April 05)

7. Calculation of Fees

Fees for planning applications are calculated on metric scales. To assist the prompt determination of planning fees and applications please ensure that all drawings accompanying planning applications are prepared to recognised metric scales. The metric dimensions of any new buildings should be clearly indicated on the plans. Plans and drawings submitted without metric dimensions being clearly indicated may be delayed while the correct information and fees are calculated.

8. Gross floorspace includes:-

- (i) Outer wall thickness and projections
- (ii) Areas occupied by internal walls and partitions. Party walls should be measured to their centre line
- (iii) Columns, piers, chimney breasts and stairwells
- (iv) Lift rooms, plant rooms, tank rooms, fuel stores, whether or not above the main roof level
- (v) Open sided covered areas and enclosed car parking areas.

9. Gross floorspace excludes:-

- (i) Open balconies
- (ii) Open covered way or minor canopies
- (iii) Open vehicle parking areas and garden terraces
- (iv) Domestic outside W.C.'s and coalhouses
- (v) Areas with a headroom of less than 1.5m.

10. Mixed development

- (i) Where an application is submitted for more than one category, the following apply:- Full applications for dwellings with other buildings: add together the fee for each type of development
- (ii) Where a mixed use building has common floorspace serving both the dwellings and other parts of the building this should be divided in the same ratio as the floorspace in the building to work out the fee
- (iii) Applications for change of use and building works:- Calculate the fee for the works in accordance with the floorspace and the fee due is that fee or the £265 flat rate charge for the change of use, whichever is the higher.

11. Concessionary Fees and Exemptions

- (i) The fee regulations include specific exemptions for planning applications and for applications for approval of reserved matters (see 6.8 (i) - (viii)).
- (ii) Exemptions may be considered in the following instances. Detailed regulations have been issued for these categories and applicants should refer to the Development and Environment Department
 - Permitted Development and Use Class rights;
 - Revised applications following refusal, withdrawal or non-determination of an application;
 - Minor amendments;
 - Revised applications following permission;
 - Agricultural buildings;
 - Consolidation of permissions for mineral working.

12. People with Disabilities

- (i) A person who is blind, deaf or dumb, or substantially and permanently handicapped by illness, injury or congenital deformity, or a mentally disordered person of any description, is exempt from the payment of fees if the application for planning permission is to alter or extend an existing dwelling house if the works are intended solely to improve the access, safety, health or comfort of the person living or intending to live in the dwelling. Proof of such a disability should be provided with any application.
- (ii) Applications relating solely to works to provide a means of access for people with disabilities to a building to which the public are admitted is exempt from the payment of fees.

1. From 1st April 2005 planning application fees have been revised as shown in the following notes. The correct fee must be sent in with your application, otherwise your application will be invalid. Fees are to be made payable to Darlington Borough Council for planning applications for the following classes of development:-

- (i) Applications for planning permission including retrospective applications where development has already taken place;
- (ii) To vary and/or remove conditions attached to a planning permission;
- (iii) The approval of reserved matters following the grant of outline planning permission;
- (iv) Consent to display advertisements;
- (v) Deemed applications arising from enforcement notice appeals;
- (vi) Deemed applications arising from refusal of Certificate of Lawfulness;
- (vii) Certificates of lawfulness of existing, or proposed use development;
- (viii) Applications by Local Planning Authorities for the development of any of their own land within their area, or for the development by themselves (whether alone or jointly) of any land in their area;
- (ix) Applications for prior approval determinations for permitted development.

2. No application fees are required for:-

- (i) Listed Building consent;
- (ii) Conservation Area consent;
- (iii) Certificates of appropriate alternative development;
- (iv) Lopping/felling/pruning trees subject to tree preservation orders;
- (v) Crown development consultations (Circular 18/84);
- (vi) Conditional consents attached to an outline permission if the condition relates to anything other than a 'reserved matter'.

3. Any receipt issued by the Council for the payment of fees, does not mean that the application is valid. You will be sent a letter which will either formally acknowledge receipt of your application, or explain why it is invalid.

4. These notes are not comprehensive as they have been simplified for ease of reference. Therefore it may be necessary in some cases to refer directly to The Town and Country Planning (Fees for Applications and Deemed Applications) (Amendment) (England) Regulations 2005 for further information. (Statutory instrument 2005 No. 843).

5. Fees and applications can be handed in or posted to the Development and Environment Department, Town Hall, Feethams, Darlington, DL1 5QT. If you have any queries about fees, please contact the Duty Planner of the Development and Environment Department on Darlington (01325) 388361.

We now welcome payment by most recognised debit and credit cards.