



**DARLINGTON**  
Borough Council

**CHIEF EXECUTIVE'S OFFICE &  
ECONOMIC GROWTH GROUP**  
Town Hall, Darlington DL1 5QT

**REQUEST FOR PRE-APP ADVICE FOR MINOR OR OTHER DEVELOPMENT**

<b>Address of site</b>	
<b>Proposal</b>	

**Applicant details**

<b>Name</b>	
<b>Address</b>	
<b>Contact number</b>	
<b>Email</b>	

**Agent details**

<b>Name</b>	
<b>Address</b>	
<b>Contact number</b>	
<b>Email</b>	

**Please ensure you provide the following**

Document	Included Y/N
Letter explaining details of proposals	
OS based plan to identify site	
Photographs to help illustrate the site if possible	
Sketch drawings showing the layout, height and scale of the development (if applicable)	

**Fee Details: Refer to Charges Schedule**

<b>Development Type Code</b>	
<b>Fee submitted</b>	
<b>Preferred Methods of Payment</b>	Via Bank Transfer to Bank: <b>Lloyds Bank Plc</b> Acct Name <b>DBC Collection Account</b> Sort Code <b>30-84-43</b> Account No: <b>34640868</b> Please email the receipt to <a href="mailto:planning@darlington.gov.uk">planning@darlington.gov.uk</a>  Card Payments are accepted over the telephone <b>01325 405777</b>

Please send the completed form to:-  
 Development Management,  
 Chief Executive’s Office & Economic Growth Group  
 Town Hall  
 Darlington  
 DL1 5QT

Or e-mail [planning@darlington.gov.uk](mailto:planning@darlington.gov.uk)

Should you require any further assistance in the completion of this form please do not hesitate to contact us on 01325 405656

**Disclaimer**

We will make every effort to ensure that the advice given is as accurate as possible. However pre-application views and opinions are given without prejudice.

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, which will be subject to wider consultation and publicity. Whilst the advice may be a material consideration, it cannot be held to bind the council in its validation or formal determination of a subsequent application.

If an application is subsequently submitted which fails to take on board advice given by officers, then the Council may refuse it without further discussion with the applicant or their agent.

Please note that in cases where the proposal or scheme has changed, where there has been a change in national or local planning policy, or where the planning application is submitted more than six months after the advice has been given, it may follow that little or no weight will be attached to pre-application advice given.