

# PRE-APPLICATION ADVICE

Dorset Council actively encourages all applicants to discuss their proposal with the Highway Authority before submitting a planning application to the Planning Authority. Discussions will result in a better chance of successful outcome and help to speed up the decision-making process after submission.

## Benefit

Pre-application advice will provide you with:

- \* An understanding of how national, regional and local guidance and policies will be applied to your proposal.
- \* Potential for reducing the time your professional advisors may spend in working up the proposals for planning submission.
- \* An indication of those proposals that are completely unacceptable, so saving you the cost of pursuing a formal planning application.
- \* Written confirmation of the advice given to you at the pre-planning stage, that can be submitted in support of any subsequent planning application.

## Pre-application advice charges

Fees are determined according to the type and scale of the proposed development:

### Residential Development

1 to 9 dwellings	- £385.88 (+VAT)
10 to 49 dwellings	- £826.88 (+VAT)
50 to 80 dwellings	- £1323.00 (+VAT)
81 or more dwellings	- £2205.00 (+VAT)

### Commercial & Retail Development

Up to 100m <sup>2</sup>	- £385.88 (+VAT)
101 to 500m <sup>2</sup>	- £826.88 (+VAT)
501 to 1999m <sup>2</sup>	- £1323.00 (+VAT)
more than 2000m <sup>2</sup>	- £2205.00 (+VAT)

For mixed-use development or if your proposal does not fit in the categories listed above, please contact the **TDM** team for further advice. VAT will be charged at the current rate.

## Exemptions

The charging scheme does not apply to discussions in connection with minor proposals (for example, access amendments), enforcement or general advice.

## The pre-application procedure

A written request for pre-application advice should be emailed or sent to the **TDM** team. You will then receive a reply within 10 working days to tell you whether the service is right for you and advising you of any further information that may be required and the fee that will be charged. Within 21 working days of our receiving your pre-application information, you will receive a written response clarifying and confirming our advice, providing you with sufficient information to support your planning application (subject to the agreed charge fee having been paid).

# PRE-APPLICATION ADVICE

## Pre-application information checklist

After agreeing that this service is right for you, you will be asked to provide us with the following:

- \* A location plan clearly indicating the exact boundary of the site.
- \* Confirmation of the existing and historic uses of the site, including any planning history.
- \* A description of the proposed development, including sketch plans showing the proposal.
- \* Any other information critical to the consideration of the proposal at this pre-application stage.
- \* Written confirmation that you will pay the agreed advice charge.

## Please Note

Your pre-application advice will only be sent once payment has been received. Any views or advice given by the Highway Authority are given without prejudice to the formal consideration of any planning application, which will be subject to public consultation and ultimately decided by the Planning Authority. A copy of the written response may be passed to the Planning Authority, unless you request otherwise.

## Contact Details

If you are requesting pre-application advice or have any queries relating to the charging process, please contact:

### STEVE SAVAGE

Transport Development Manager



01305 224157



[steve.savage@dorsetcouncil.gov.uk](mailto:steve.savage@dorsetcouncil.gov.uk)



Transport Development Management  
Dorset Council  
County Hall  
Colliton Park  
Dorchester, DT1 1XJ