

## Pre-app Charging Scheme

The charge for pre-application advice will depend on the nature and scale of the proposed development. A stepped rate will be charged based on the following categories:

Application Type	Cost Incl. VAT	For
Super Major – 150 dwellings or more, or 5000sq m or more of commercial floorspace	<b>£512.50</b>	Per meeting
	<b>£256.25</b>	Advice by letter
Major – 10 or more dwellings or 1000sq m or more of commercial floorspace	<b>£307.50</b>	Per meeting
	<b>£153.75</b>	Advice by letter
Minor – less than 10 dwellings or 1000sq m of commercial floorspace	<b>£205</b>	Per meeting
	<b>£102.50</b>	Advice by letter
Other – changes of use, adverts, listed building consents	<b>£153.75</b>	Per meeting
	<b>£76.50</b>	Advice by letter
Trees	<b>£30.75</b>	Per meeting or letter (in case of an emergency tree matter, no charge will be levied)
Householder – extensions to dwellings, garages and other outbuildings etc	<b>Free</b>	Advice given in office.
	<b>£50</b>	For a site visit

### Advice provided free of charge:

- Meetings or letters to discuss new commercial buildings or extensions to buildings of up to 300sq m gross external, used for purposes falling within Use Classes A1-A5 and B1, B2 and B8 purposes, will be provided free of charge.
- Will not apply to discussions in connection with any enforcement matter.
- Will not apply to any discussions with any local residents potentially affected by development proposals.

In addition the scheme will not apply to the following organisations:

- Voluntary organisations
- Housing associations
- Town and Parish councils
- West Sussex County Council

All fees must be paid in advance.