

Pre-application advice fees (From 1st April 2025)

Application Type	Fees Incl. VAT	For
Super Major plus 500+ Dwellings	£3000 £1800	Per meeting Advice by letter
Super Major 150-499 dwellings, or 5000sqm or more of commercial floorspace	£2400 £1200	Per meeting Advice by letter
Major plus 50-149 dwellings	£1800 £900	Per meeting Advice by letter
Major 10-49 dwellings or 1000sqm or more of commercial floorspace	£1130 £565	Per meeting Advice by letter
Minor less than 10 dwellings or less than 1000sqm of commercial floorspace	£430 £215	Per meeting Advice by letter
Other changes of use, adverts, listed building consents	£325 £160	Per meeting Advice by letter
Trees (in case of an emergency tree matter no charge will be levied)	£55	Per meeting or letter
Householder extensions to dwellings, garages and other outbuildings etc	£45 £90 £130	Advice by letter Advice by meeting Advice by site meeting
Do I need planning permission ?	£40 £80	Advice by letter Advice by meeting

Advice provided free of charge:

- Will not apply to discussions in connection with any enforcement matter.

- Will not apply to any discussions with any local resident potentially affected by development proposals.

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

- Voluntary organisations
- Town and Parish Councils
- West Sussex County Council/Mid Sussex District Council

All fees must be paid in advance.

Please note that the above charges are per meeting and per letter. Requests for follow up advice will be subject to further charge as set out in the table above.