

PLANNING AND NEW COMMUNITIES JOINT PORTFOLIO HOLDERS' MEETING

TUESDAY, 1 SEPTEMBER 2009

DECISIONS

Set out below is a summary of the decisions taken at the Planning and New Communities Joint Portfolio Holders' Meeting held on Tuesday, 1 September 2009. The wording used does not necessarily reflect the actual wording that will appear in the minutes.

If you have any queries about any matters referred to in this decision sheet please contact Ian Senior.

1. PRE-APPLICATION CHARGING - PROGRESS TO DATE

The Planning Portfolio Holder

1. **authorised** officers to

a) charge a set fee, as set out below, covering the costs of planning officer time and specialist internal and external consultation

	Written advice only	Meeting with planning officer (including written follow-up)		Follow-up meeting (including written advice)
Strategic Development For all developments of over 100 residential units. For all other uses: over 5000 square metres or on sites greater than 2 hectares in area.	Not applicable	£600 plus VAT	plus	By negotiation
Major Development For residential development: 10 or more dwellings, or a site area of 0.5 hectares. For all other uses: 1000 square meters or more of floorspace, or where the site area is 1 hectare or more. This includes changes of use of existing buildings.	£200 plus VAT	£600 plus VAT	plus	£100 plus VAT
Minor Development For residential development: one to nine dwellings. For all other uses: new building or change of use of building of up to 999sqm	£100 plus VAT	£300 plus VAT	plus	£50 plus VAT

floorspace.

House Extension and Alterations	No Charge	No Charge	No Charge
Listed Building Advice	No Charge	No Charge	No Charge
Tree Advice	No Charge	No Charge	No Charge
Tree Preservation Orders (TPOs) and Trees in Conservation Area	No Charge	No Charge	No Charge

- b) defer charging until 1 October 2009
- c) arrange staff training in relation to the role of the duty officer, and the giving of Informal and formal pre-application advice
- d) redesign the website to promote the pre-application advisory service

2. **instructed** officers to present him with a progress report in March 2010 in order to

- a) identify any areas for improvement
- b) review charging levels
- c) quantify use made of the service by Agents
- D) consider whether the service should be extended to other types of application and to functions forming part of the New Communities portfolio.

Other Options Considered: Fixed percentage charge, Fixed charge, or not to adopt the scheme

In the case of 1 and 2, the following exceptions would apply:

- (a) Proposals for people with disabilities where no application fee would be required
- (b) Charities
- (c) Parish Councils
- (d) Permitted development proposals covered by Article 4 directions
- (e) Householder developments
- (f) Small businesses up to 5 employees
- (g) Works to listed buildings and demolition in conservation areas where planning permission is not required
- (h) Trees

Reason For Decision: To trial a scheme for six months.

2. **COMMUNITY FACILITY GRANT APPLICATION - WATERBEACH PARISH COUNCIL**

The New Communities Portfolio Holder **agreed** to the provision of a grant of £40,000 (10% of the total project costs) towards the costs of a new Youth and Community building at Waterbeach.

Other Options Considered: To award the recommended grant level, to award a greater or lesser amount, or to not to offer a grant.

Reason For Decision: The project is a high priority for Waterbeach and is deliverable with work expected to start in 2009

