

Get Pre-Application Advice Form

If completing this form by hand please use BLOCK CAPITALS. It is important that you complete all applicable sections to avoid any delay in processing your request. The form asks for the minimum information required. In some cases, it may be beneficial to provide additional information.

Upon completion submit this form along with any accompanying information / forms and the correct fee to Worcestershire County Council, Economy & Infrastructure Directorate Planning Development Management, County Hall, Spetchley Road, Worcester, WR5 2NP, or by email to: DevControlTeam@worcestershire.gov.uk.

Applicant Details	
Name	
Company	
Address	
Postcode	
Telephone Number	
Email Address	

Agent Details (if applicable). <i>Please note if this section is completed all correspondence will be sent to the Agent.</i>	
Name	
Company	
Address	
Postcode	
Telephone Number	
Email Address	

Interest in the property / land?

Location of the proposed development

--

Basic Information regarding the proposal				
Minerals related development		Waste management related development		Regulation 3 (County Council) development
Description of the proposal				

Information Required	Comment
Site Location Plan	
Sketch Drawing showing height / scale of proposed development and elevational treatment	
Block Plan	
Recent Photographs of the Site	
Draft Planning Statement	
Draft Design and Access Statement (if required for type of application)	
Details of any advice received already e.g. County Highways advice	
Details of current use of land and buildings	
Information relating to any necessary Environmental Statement	
Other supporting information (please state)	

Type of advice requested and fees

Please refer to Worcestershire County Council's 'Planning Pre-Application Charging Schedule and Advice' Document for details regarding the appropriate fee payable, which can be found at: http://www.worcestershire.gov.uk/info/20251/planning_applications.

Payment can be made by cheque, made payable to Worcestershire County Council and sent to the following address: Worcestershire County Council, Economy & Infrastructure Directorate, Planning Development Management, County Hall, Spetchley Road, Worcester, WR5 2NP.

Alternatively you can pay online by Credit / Debit Card at: <http://www.worcestershire.gov.uk/pay> then selecting 'secure online payments site' and then 'Planning Applications Fee'.

Development Type	Fee	Please Tick
Category A Development	£285	
Category B Development	£520	
Category C Development	£925	
Additional Meeting with Planning Officers	£150 (each)	
Specialist Officer - Category A Development	£135	
Specialist Officer - Category B Development	£170	
Specialist Officer - Category C Development	£200	
Additional Meeting with Specialist Officers	£70 (per officer) (each)	
Total payable to Worcestershire County Council		£

Declaration

I (the undersigned) hereby request the views of Worcestershire County Council on the pre-application proposals as described in this form, the accompanying plans / drawings, additional information and I enclose the fee as payment for this service.

I understand that the advice provided by Worcestershire County Council Planning Development Management Team is provided in good faith, without prejudice to the formal consideration of any subsequent planning application which will be subject to wider consultation and publicity and determined by the County Planning Authority.

*Signed: ----- Dated: -----

*If completing this form electronically, typing your name in the space above will be accepted as your signature.

Following receipt of a completed pre-application advice request form, documentation and relevant fee, an acknowledgment will be given within 5 working days with the name of the officer dealing with your request.