

The council is required to charge for planning applications in accordance with the following schedule of fees.

**OUTLINE APPLICATIONS** (for categories **1, 2** and **3** below)

- i. £335 per 0.1 ha (or part thereof) up to and not exceeding 2.5ha.
- ii. Exceeding 2.5ha, £8,285 plus £100 per each additional 0.1ha (or part thereof) up to a maximum fee of £125,000.

**FULL APPLICATIONS AND RESERVED MATTERS** (also see note **17**)

**1 New dwellings**

- i. £335 per dwellings up to 50 dwellings (£16,565).
- ii. More than 50 houses, £16,565 plus £100 for each additional dwelling up to a maximum fee of £250,000 (approx 2,385 dwellings).

**FOR HOUSEHOLDER EXTENSIONS, SEE NOTE 6**

**2 Erection of new buildings or alterations or extensions (other than buildings in categories 1,3,4,5,or 7)**

- i. £170 where no floor space is to be created.
- ii. £170 where the gross floor space to be created does not exceed 40 square metres.
- iii. £335 where the gross floor space to be created is between 40 and 75 square metres.
- iv. £335 for each additional 75 square metres (or part thereof) of gross floor space up to 3,750 square metres (£16,565).
- v. Where the gross floor space exceeds 3,750 square metres, £16,565; plus £100 for each additional 75 square metres (or part thereof) up to a maximum fee of £250,000 (approx 179,000 square metres).

**3 Erection of buildings, on agricultural land, for agricultural purposes** (other than buildings within Category 4)

- i. £70 where the gross floor space does not exceed 465 square metres.
- ii. £335 where the gross floor space exceeds 465 square metres but does not exceed 540 square metres and then
- iii. £335 for each additional 75 square metres (or part thereof) of gross floor space up to 4,215 square metres, £16,565.
- iv. Where the gross floor space exceeds 4,215 square metres, £16,565 plus £100 for each additional 75 square metres (or part thereof) up to a maximum fee of £250,000.

**4 Erection of glasshouses or polythene tunnels on land for agricultural purposes**

- i. £70 where the gross floor space does not exceed 465 square metres.
- ii. £1,870 where the gross floor spaces exceeds 465 square metres.

**5 Erection, alteration or replacement of plant or machinery**

- i. £335 per 0.1ha (or part thereof) and up to and not exceeding 5ha (£16,565).
- ii. Exceeding 5ha, £16,565 plus £100 per each additional 0.1ha (or part thereof) up to a maximum fee of £250,000.

**6 House extensions or alterations to existing dwellings**

- i. £150 for one dwelling house.
- ii. £295 for two or more dwelling houses.

- 7a** £150 for the erection of gates, fences and walls within the curtilage of an existing dwelling house.

**7b Car parks and access**

£170 for car parks, service road and other means of access on land used for the purpose of a single undertaking, where the development is required for a purpose incidental to the existing use of the land.

**8 Operations connected with exploratory drilling for oil or natural gas**

- i. £335 per 0.1ha (or part thereof) up to and not exceeding 7.5ha (£25,000).
- ii. Exceeding 7.5ha, £25,000 plus £100 per each additional 0.1 ha (or part thereof) up to a maximum fee of £250,000.

**9a Winning and working of minerals**

- i. £170 per 0.1ha (or part thereof) up to and not exceeding 15ha (£25,315).
- ii. Exceeding 15ha, £25,315 plus £100 per each additional 0.1ha (or part thereof) up to a maximum fee of £65,000.

**9b Engineering works and operations not falling within any of the above categories**

- i. £170 per 0.1ha (or part thereof) up to a maximum fee of £1,690.

**10a Change of use** from a previous use as a single dwelling to use as two or more separate dwellings or

**10b Change of use of an existing building** to use as one or more separate dwellings

- i. £335 per each additional dwelling up to 50 dwellings (£16,565).
- ii. More than 50 dwellings, £16,565 plus £100 for each additional dwelling up to a maximum fee of £250,000 (approx 2,385 dwellings).

**11a Use of land for the disposal of refuse or waste materials or for the deposit of material remaining after minerals have been extracted from land** or

**11b Use of land for the storage of minerals in the open**

- i. £170 per each 0.1ha (or part thereof) up to and not exceeding 15ha (£25,315).
- ii. Exceeding 15ha, £25,315 plus £100 per additional 0.1ha (or part thereof) up to a maximum fee of £65,000.

**11d Written confirmation of compliance with a condition or conditions attached to a planning permission**

- i. £25 for a request relating to a householder application
- ii. £85 for all other types of applications

**11e Non Material Amendments**

- i. £25 for a householder application.
- ii. £170 in all other cases.

**12** £335 **Change of use** of a building or land not within any of the above categories.

**OTHER CATEGORIES**

**13 Extend time limit for implementation**

- i. £50 for a householder application.
- ii. £500 for a major development.
- iii. £170 in all other cases.

**14 Playing fields**

£335 application on behalf of a non profit making sport/recreational bodies.

**15 Lawful development certificates**

- i. Application for existing use of land or operational development – standard application fee.

- ii. Application for a proposed use of land or operational development – 50% of standard application fee.
- iii. Application supported by an established use certificate – 50% of standard application fee

**16 Telecommunications equipment**

£335 Installation of a radio mast, radio equipment, housing or public call box.

**17 Determination under Schedule 2 of the General Development Order**

- i. £70 notification relating to agricultural and forestry buildings and operation.
- ii. £70 demolition of a residence or of a building adjoining a residence.

**18 Reserved matters**

- i. £335 per each application where earlier reserved matters applications have incurred the total fees equalling those for a full application for the development.
- ii. £170 means of access } per 0.1ha up to a
- iii. £170 landscaping of the site } maximum of £250,000

**19 Variation or removal of a condition**

£170 variation or removal of a condition(s).

**20 Parish Councils and Community Council**

50% of the appropriate fee.

**21 Development astride civic boundaries**

- i. As at note 9a or
- ii. all other application up to 150% of the appropriate fee.

**22 Duplicate applications**

(submitted by the same applicant)  
Standard fee for each application

**ADVERTISEMENTS**

- 1** £95 Advertisement displayed on the building, forecourt, or within the curtilage, of business premises, relating to the that business.
- 2** £95 Advertisement for the purpose of directing members of the public to business premises which are not visible from the site of that advertisement.
- 3** £335 All other advertisements including hoardings.

The Council is required to charge for planning application in accordance with the schedule of fees detailed here.

**Applications which are:-**

- i. Not accompanied by a fee: or
- ii. Accompanied by a fee which the city council calculates to be insufficient will be registered in accordance with the requirements of the Town and Country Planning Act 1990, but the City Council will not start negotiations or initiate any statutory advertising until such time as the financial aspect is satisfactorily resolved.

The financial receipt issued by the Council does not imply acceptance that the submitted fee is correct; you will be notified accordingly.

All cheques should be made payable to LEEDS CITY COUNCIL.

Applications and fees can be deposited at  
Planning Services,  
Leonardo Building,  
2 Rossington Street,  
Leeds  
LS2 8HB.

Further details and points of clarification can be obtained at Planning Services or by telephoning Leeds 2478002 or 2478006.

**IF NOT EXEMPT A FEE MUST BE PAID WHEN THE APPLICATION IS LODGED. FAILURE TO DO SO WILL DELAY THE DECISION**

**MEASUREMENTS**

**Measurement of site area:-**

The site area is defined as the area to which the application relates and is normally shown red on the plan accompanying the application.

**Measurement of floor space:-**

Floor space is taken to be the gross amount (all storeys) and includes:

- Perimeter wall thickness and projections;
- Areas occupied by internal walls and partitions;
- Columns, piers, chimney breasts, stairwells and the like;
- Lift room, plant rooms tank rooms, fuel stores etc.,

**EXEMPTIONS – NO FEE PAYABLE**

**Planning Applications:-**

- 1** Extensions and alteration to, or in the curtilage of dwelling house to improve access, safety, comfort etc. for a disabled person who lives or is proposing to take up residence there.

Access for disabled persons to and within a public building.

(Please note: an application claiming exemption under this category must be accompanied by the signed declaration at the foot of this page).

- 2** Applications required by reason of an ARTICLE 4 DIRECTION.
- 3** Applications required because of the removal of Permitted Development Rights by a condition attached to a planning permission.
- 4** A revised application made by, or on behalf of the same applicant for development of the same character or description within 12 months of an **approval** or a **refusal** of an earlier application or the **dismissal of an appeal**, or within 12 months of the submission of an earlier **withdrawn** application.

**Other Categories**

- 5** Application for consent required by a condition attached to a previous application other than reserved matters.
- 6** Listed Building Consent.
- 7** Conservation Area Consent.
- 8** Changes of use within one use class where a planning condition(s) restricts such a change.

**DISABLED PERSON FEE EXEMPTION DECLARATION**

I hereby declare that (a) .....

lives in or proposes to live in the dwelling for which the work is proposed, is disabled for the purpose of Section 29 of the National Assistance Act 1948 or Part III of the Children’s Act 1989 and that the work to be carried out is to improve his/her access, comfort, safety or health, or

(b) the application is solely concerned with providing a means of access for disabled persons to or within a publicly accessible property.

SIGNED .....

ON BEHALF OF .....

The full circular 04/2008 can be found on the Communities and Local Government website.