



# LONDON BOROUGH OF ENFIELD

## Planning pre-application fees schedule

From 1<sup>st</sup> April 2024

In accordance with the Local Government Act 2003, the Council charges for providing pre-application planning advice on the developments listed below under Categories A - J. The charges set out are reviewed and updated annually.

**How to submit your enquiry:** Email [planning.support@enfield.gov.uk](mailto:planning.support@enfield.gov.uk) sending details of the scheme, proposed drawings, site location plan and any relevant documents. Attachments need to be below 10Mb file size and in PDF. We are unable to download documents from external sites. We will log your enquiry and confirm the reference number which you will need to use when making your payment.

**How to pay:** Please make your payment [online](#) with a credit or debit card. It is essential that you provide either the case reference or the application site address, your name and a contact telephone number.

**Follow up meetings:** If you request a follow-up meeting, within 3 months of the response, you will be charged a reduced fee (grey column). If requested after 3 months of initial response any subsequent enquiries and or meetings will be charged the full pre-application fee.

**The fee is payable at the time the pre-application / follow up request is made, and no action will be taken until it has been received.**

**SCHEDULE OF PRE-APPLICATION FEES, from 1<sup>st</sup> April 2024**

<b>Categories A - C includes assessment, meeting and written advice</b>						
<b>Category A:</b> <b>Large major developments</b> <b>(Includes SuDS consultation)</b>	Provision, conversion or change of use between 25 to 150 residential units	Developments requiring an Environmental Impact Assessment (EIA) or significant infrastructure proposals	Discussion concerning discharge of conditions or variation of conditional approval (S73)		Charge - £6,788.33	<b>Follow-up meeting</b>
	Provision, conversion or change of use of floor space of +2,000m <sup>2</sup> or more	Development under Prior Approval			VAT - £1,357.67	Charge - £1,940.00
					<b>Total - £8,146.00</b>	VAT - £388.00
<b>Category B:</b> <b>Other major developments</b> <b>(Includes SuDS consultation)</b>	Provision, conversion or change of use between 10 to 24 residential units	Provision, conversion or change of use of 1,000m <sup>2</sup> to 2,000m <sup>2</sup> of floor space	A development involving a site of 0.5 hectares	Discussion concerning discharge of conditions or variation of conditional approval (S73)	Charge - £4,040.00	<b>Follow-up meeting</b>
		Development under Prior Approval			VAT - £808.00	Charge - £1,390.00
					<b>Total - £4,848.00</b>	VAT - £278.00
<b>Category C:</b> <b>Minor developments</b>	Provision, conversion or change of use between 4 to 9 residential units  (includes flat conversion and HMO 4-9 units)	Discussion concerning discharge of conditions or variation of conditional approval (S73)		<b>Development within or adjoining a Conservation Area</b>	<b>Development to or adjoining a listed building</b>	<b>Follow-up meeting</b>
	Provision, conversion or change of use of 400m <sup>2</sup> to 999m <sup>2</sup> of non-residential floor space	Development under Prior Approval	Charge - £1293.33	Charge - £1536.67	Charge - £1698.33	Charge - £566.67
			VAT - £258.67	VAT - £307.33	VAT - £339.67	VAT - £113.33
			<b>Total - £1,552.00</b>	<b>Total - £1844.00</b>	<b>Total - £2038.00</b>	<b>Total - £680.00</b>

<b>Category D – includes assessment, telephone meeting and written advice</b>						
<b>Category D:</b>  <b>Minor development</b>  <b>Lawful use certification</b>	Provision, conversion or change of use between 1 to 3 residential units	Telecoms (Code Systems Operators)		<b>Development within or adjoining a Conservation Area</b>	<b>Development to or affecting setting of a listed building</b>	<b>Follow-up meeting</b>
	(includes flat conversion and HMO 1-3 units)	Discussion concerning discharge of conditions or variation of conditional approval (S73)	<b>Charge - £680.00</b>	<b>Charge - £842.50</b>	<b>Charge - £1084.17</b>	<b>Charge - £454.17</b>
	Provision, conversion or change of use up to 399m <sup>2</sup> of non-residential floor space	Development under Prior Approval	<b>VAT - £136.00</b>	<b>VAT - £168.50</b>	<b>VAT - £216.83</b>	<b>VAT - £90.83</b>
			<b>Total - £816.00</b>	<b>Total - £1011.00</b>	<b>Total - £1301.00</b>	<b>Total - £545.00</b>
<b>Category D – includes assessment and telephone meeting only</b>						
<b>Category D:</b>  <b>Minor development</b>  <b>Lawful use certification</b>	Provision or conversion between 1 to 3 residential units (includes HMO)	Telecoms (Code Systems Operators)		<b>Development within or adjoining a Conservation Area</b>	<b>Development to or affecting setting of a listed building</b>	<b>Follow-up meeting</b>
	Provision, conversion or change of use up to 399m <sup>2</sup> of non-residential floor space	Discussion concerning discharge of conditions or variation of conditional approval (S73)	<b>Charge - £615.00</b>	<b>Charge - £858.33</b>	<b>Charge - £786.25</b>	<b>Charge - £278.67</b>
		Development under Prior Approval	<b>VAT - £123.00</b>	<b>VAT - £171.67</b>	<b>VAT - £157.25</b>	<b>VAT - £55.33</b>
			<b>Total - £738.00</b>	<b>Total - £1030.00</b>	<b>Total - £943.50</b>	<b>Total - £332.00</b>

Category E – includes assessment, telephone meeting and written advice								
Householder development including: Lawful use certification Prior approval Class AA	Residential Extensions Outbuildings to residential premises for purposes ancillary to the existing residential use	Permitted Development Enquiries Discussion concerning discharge of conditions or variation of conditional approval (S73)			Development within or adjoining a Conservation Area and/or a Listed Building	Follow-up meeting		
						Charge - £340.00	Charge - £503.33	Charge - £69.17
						VAT – £68.00	VAT – £100.67	VAT – £13.83
				<b>Total - £408.00</b>	<b>Total - £604.00</b>	<b>Total - £83.00</b>		
Category E – includes assessment and telephone meeting only								
Householder development including: Lawful use certification Prior approval Class AA	Residential Extensions Outbuildings to residential premises for purposes ancillary to the existing residential use	Permitted Development Enquiries Discussion concerning discharge of conditions or variation of conditional approval (S73)			Development within or adjoining a Conservation Area and/or a Listed Building	Follow-up meeting		
						Charge - £208.33	Charge - £369.17	Charge - £69.17
						VAT – £41.67	VAT – £73.83	VAT – £13.83
				<b>Total - £250.00</b>	<b>Total - £443.00</b>	<b>Total - £83.00</b>		
Category F – includes assessment and telephone meeting and written advice								
Enforcement	Discussion on cases involving enforcement action					Follow-up meeting		
						Charge - £405.00	Charge - £147.50	
						VAT – £81.00	VAT – £29.50	
				<b>Total - £486.00</b>	<b>Total - £177.00</b>			

<b>Category G and H – includes assessment, telephone meeting and written advice</b>						
<b>Works to Listed Buildings and/or in a Conservation Area (not covered by any other category)</b>	Shopfront alterations	Advertisements affecting a Listed Building	Internal alterations	Discussion concerning discharge of conditions or variation of conditional approval (S73)	<b>Charge - £345.00</b>	<b>Follow-up meeting</b>
					<b>VAT – £69.00</b>	<b>Charge - £138.00</b>
					<b>Total - £414.00</b>	<b>VAT – £28.00</b>
<b>Category I – includes assessment, telephone meeting and written advice</b>						
<b>Alterations to shop fronts / advertisements</b>					<b>Charge – £138.33</b>	<b>Follow-up meeting</b>
					<b>VAT – £27.67</b>	<b>Charge - £69.17</b>
					<b>Total - £166.00</b>	<b>VAT – £13.83</b>
<b>Category J – includes meeting with developers of schemes who wish to establish the principle of development prior to entering detailed scheme discussions</b>						
<b>Concept discussions</b>	The purpose of the concept meeting is to have a high-level discussion regarding only the key strategic and planning policy matters. It is for developers of schemes who wish to establish the principle of development prior to entering detailed scheme discussion and no other plans regarding layouts, building heights will be considered. There would be no detailed written advice following the meeting although a brief note will be provided summarising key discussion points. If detailed pre application assessment is required, please request a pre-application meeting for a proposal. To apply you will need provide a site plan and a brief description of the proposal development.			<b>Land with potential for 1-9 units</b>	<b>Strategic / major development</b>	<b>Additional specialist advice (per hour)</b>
				<b>Charge - £138.33</b>	<b>Charge - £686.67</b>	<b>Charge - £203.33</b>
				<b>VAT - £27.67</b>	<b>VAT - £137.33</b>	<b>VAT – £40.67</b>
			<b>Total - £166.00</b>	<b>Total - £824.00</b>	<b>Total - £244.00</b>	