



**Cotswolds  
National  
Landscape**

## **COTSWOLDS NATIONAL LANDSCAPE BOARD**

### **Cotswolds National Landscape Board Charging Schedule for Pre-Application, Planning and Landscape Advice.**

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The Cotswolds National Landscape Board ('the Board') has approved the following charging schedule for pre-application, planning and landscape advice charging, where specifically requested by developers, companies and their agents (excluding charities). This relates to proposals within the Cotswolds National Landscape<sup>1</sup> and / or its setting.

The charging schedule allows for an initial free half an hour, desk-based response to pre-application, planning and landscape advice when requested by developers, companies, developers and their agents (excluding charities).

However, thereafter if a more detailed response is required, or for example a site visit is required with a longer more formal written response, then developers, companies and their agents (excluding charities) would need to agree payment to the Board to undertake work on a time estimated basis.

In so doing the Board hopes to continue to provide a level of free advice to all, yet where officers are required to spend longer periods of time on single more complicated projects, the Board can at least recoup some of its costs specifically from developers, companies and their agents (excluding charities).

The approved charging schedule is therefore as follows:

#### **At the request of Developers, Companies and their Agents (excluding charities):**

First Half Hour – desk-based telephone/email advice – **Free**.

Hourly Rate Thereafter – site visit / meetings / written comments - **£70 / hr\***

*\* Payment normally to be made in advance of undertaking the work based on an estimated time basis.*

*\* Mileage expenses will be charged at 51 pence per mile if travel is required and will be itemised together with the estimated time basis in advance of undertaking the work.*

#### **How to make a request for pre application advice & payment:**

You should make your request for advice in writing. If pre-application submissions have also been made to a relevant local authority, we recommend that detailed information on any

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<sup>1</sup> The Cotswolds National Landscape is a designated Area of Outstanding Natural Beauty (AONB) looked after and managed by the Cotswolds National Landscape Board.

proposal is copied to the Board for consideration. Payment must be made on submission of the written request. Cheques should be made payable to the "Cotswolds Conservation Board". Alternatively, you can email the enquiry to the appropriate email address and we can arrange a telephone payment.

**Consultations:**

The Board will aim to respond to all pre-application requests within three weeks of confirmation of payment. If a site meeting or detailed site visit is required then additional time may be required, which will be agreed with the applicant. We recommend that consultation of the Board is undertaken in addition to (not instead of) consultation with the relevant local authority to ensure a co-ordinated response to any proposal. We also recommend that site visits, if requested, should be arranged, if possible, jointly with the relevant local authority.

**Disclaimer:**

It is important to note that there are limits to the pre application advice that can be given by Officers. The pre application advice service is not a passport to getting permission for inappropriate planning proposals. Planning legislation requires that all decisions on planning applications must be taken in accordance with the Development Plan, including adopted supplementary planning documents, unless material considerations indicate otherwise. In certain cases, a planning application or proposal may be referred through the Board's Planning & Infrastructure Working Group process (and may separately be subject to consideration by a local authority's planning committee for determination). The advice given by Board officers in this process does not bind members in their decision making.

**Point of Contact:**

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