

North Tyneside Council Pre-Planning application advice leaflet



Working in partnership with
CAPITA

The Council are committed to working in partnership with residents, community groups, architects and developers to create sustainable communities by balancing the diverse needs of all sections of our community and bring about development to regenerate the borough.

To help sustain and improve the standard of service being provided to the public North Tyneside Council's Development Management section charge for pre-planning application advice.

Benefits of pre-planning application advice

We welcome and encourage discussion before planning applications are submitted, especially for major or complex schemes. Pre-planning application advice offers the following benefits:

- Identifies the information needed to make an application valid, allowing applications to be processed more quickly
- Gives an understanding of the planning policies for a particular site and development
- Identifies the need for specialist input at an early stage
- gives an understanding of the procedure, consultation and estimated timescale in processing an application
- Identifies unacceptable proposals, saving the cost of pursuing an abortive application
- Highlights particular issues that the development identifies with
- avoids or minimises costly, time consuming amendments which could lead to re-consultation
- Checks to make sure the application is valid and complete as the scheme is finalised, ensuring the application is not held up before registration
- Drafts and outlines additional requirements where necessary (such as Section 106 agreements), minimising the time taken to reach agreement after the decision on planning permission is made

What you need to do

Requests for pre-planning application advice will need to be made on a form which is available from the council on request by telephone, email or letter or can be downloaded from the website (www.northtyneside.gov.uk/planning).

The completed form should be accompanied by some or all of the following. A comprehensive reply can only be offered if the relevant information is submitted.

- A description of the proposed development and a schedule of uses;

- A site location plan to 1:1250 or 1:2500 scale;
- Sketch drawings of the site and buildings;
- Outline of proposed buildings; and
- Sketch drawings showing height and scale of development.

The North Tyneside Local Plan and supplementary planning advice are on the Council's website therefore customers with Internet access (including access to local libraries) can read the document and the relevant policies. Also on the website is our guidance in relation to general pre-application planning advice. Please look at this before you submit your query so you can provide us with sufficient information to enable us to give you worthwhile advice.

A fee schedule is below. The fee must be paid in advance of any work being undertaken on your enquiry. Cheques must be made payable to North Tyneside Council.

What we will do with your enquiry

When we receive your enquiry and fee we will acknowledge it. This will give you a reference number and tell you who is dealing with your enquiry. The officer dealing with your enquiry will examine the property history and see if any further information is required. A site visit may also be undertaken for minor or major proposals.

For householder and minor proposals we will aim to provide you with a written response to your proposal within 15 working days. With regards to major applications we will agree a timescale with you.

For householder and minor proposals the response will set out the relevant property history of the site, relevant planning policies and other material planning considerations. It will also detail any areas that will need to be addressed. A list will be given of all the information that will be required in order to validate a planning application. It will also give informal advice of the likely outcome of any formal application.

For major proposals we will offer detailed pre-application advice on the proposal, including relevant policies and material planning considerations, any potential S106 infrastructure requirements as well as the views of the key Council statutory consultees.

Please be aware that the advice given is informal advice by the officer who dealt with your query and is given without prejudice to any decision by the Council if you subsequently submit a formal planning application. Any advice given will not bind the council in the exercise of its statutory function.

Freedom of Information

There is a possibility that, under the Freedom of Information Act, the authority will be asked to provide information regarding enquiries for pre-planning application advice and copies of any advice provided or correspondence entered into. This information may only be withheld if its disclosure could prejudice commercial interests, inhibit the free and frank provision of advice or exchange of views during

the planning process, or could prejudice the effective conduct of public affairs. Prospective developers should provide a covering letter that sets out the reasons why, and for how long, any information relating to the case needs to remain confidential.

If you have any queries please contact the planning general line on 0191 643 2310 or e-mail development.control@northtyneside.gov.uk.

Planning 1st floor left,
Quadrant East,
The Silverlink North
Cobalt Business Park,
North Tyneside
NE27 0BY

Development Category	Type of Enquiry	Charge
<p>Householder enquiries (including extensions or alterations to existing dwellings and boundary treatments around existing dwellings)</p> <p>Not for a new or replacement dwelling, or change of use to dwelling(s)</p>	Informal opinion of proposal (no meeting)	£50
<p>Householder enquiries – Change of use to garden space</p> <p>Not for a new or replacement dwelling, or change of use to dwelling(s)</p>	Informal opinion of proposal with 1 meeting or 1 accompanied site visit	£100
Advertisements	Informal opinion of proposal with no meeting	£60
<p>Minor development: residential</p> <p>- Residential schemes of 1-9 dwellings or if no number is specified 0.5ha or less</p>	Informal opinion of the proposal with 1 meeting and 1 written response	<ul style="list-style-type: none"> - 1 dwelling: £200 - 2 – 4 dwellings: £350 - 5-9 dwellings: £500

<p>Commercial development</p> <p>No new floorspace or resulting in new floorspace on sites smaller than 1ha or less than 1000sqm</p>	<p>Informal opinion of the proposal with 1 meeting and 1 written response</p>	<p>- No floorspace created or up to 40sqm (and not a change of use): £100</p> <p>- 41sqm – 500 sqm floorspace or site less than 0.5ha if no floorspace specified: £350</p> <p>- 501 – 999 sqm floorspace or site 0.51 to 1.0 ha: £500</p>
<p>Changes of use less than 1000 sqm floorspace (not for dwellings)</p> <p>Changes of use more than 1000sqm (not for dwellings)</p>	<p>Informal opinion of the proposal with 1 meeting and 1 written response</p>	<p>£200</p> <p>£450</p>
<p>Telecommunications development</p>	<p>Informal opinion of the proposal with 1 meeting and 1 written response</p>	<p>£200</p>
<p>Minerals and waste proposals and renewable energy schemes (non householder)</p>	<p>Informal opinion of the proposal with 1 meeting and 1 written response</p>	<p>£200</p>
<p>Major development</p> <p>10 - 199 dwellings or sites of greater than 0.5ha to less than 4 ha</p> <p>Between 1000sqm to 9,999 sqm commercial / industrial floorspace or sites of between 1ha and 1.99ha</p>	<p>Informal opinion of the proposal with maximum of 2 meetings and 2 written responses</p>	<p>£1800</p>
<p>Significant Major</p>		<p>£ 3500</p>

<p>proposals</p> <p>200 or more dwellings or the site area for residential development is greater than 4 hectares</p> <p>Commercial development: 10,000 sqm or more, or the site is greater than 2 hectares</p>		
<ul style="list-style-type: none"> - Listed building consent works - Works to alter or extend a dwelling to enable works for a disabled person or to create access for a disabled person - Applications which do not attract a fee e.g. Resubmission of a planning application which was refused and is resubmitted within 1 year of the refusal 		<p>No fee</p>