

Tonbridge and Malling Borough Council

Pre-application charging schedule 2025/26

Type of Development	Criteria	Existing Fees 2024/25	Proposed Fees increase	Proposed Fees 2025/26
Householder development fees	<ul style="list-style-type: none"> • Alteration or extension of individual houses for residential purposes and where the building affected is not a listed building 	Written advice only: £297	5% increase	Written advice only: £312
Small (Minor) development fees for minor /other applications	<ul style="list-style-type: none"> • Alterations to an existing building where there is no increase in floor space and no new residential units are to be created • New or replacement shopfronts • New or replacement Advertisements • Demolition • Telecommunications equipment • Air conditioning or ventilation equipment 	Written advice only: £450	5% increase	Written advice only: £473
Medium development fees for minor applications	<ul style="list-style-type: none"> • Creation of one to four new residential units • Where the floorspace to be created or changed in use is less than 499 square metre 	Written advice only: £586 Virtual meeting and letter: £1,163	5% increase for all	Written advice only: £615 Virtual meeting and letter: £1,221 Site visit, follow up

		Meeting on site and letter: £1,259		meeting and letter £1322
Larger scale development fees for minor applications	<ul style="list-style-type: none"> Creation of five to nine new residential units Where the floorspace to be created or changed in use is between 499 to 999 sqm metres 	<p>Written advice only: £877</p> <p>Virtual meeting and letter: £1,745</p> <p>Meeting on site and letter: £1,942</p>	5% increase for all	<p>Written advice only: £920</p> <p>Virtual meeting and letter: £1,832</p> <p>Site visit, follow up meeting and letter £2,039</p>
Major development fees	<p>Existing criteria</p> <ul style="list-style-type: none"> Creation of 10 units or over Creation or change of use of over 1,000 square metres or more floorspace <p>Proposed criteria</p> <ul style="list-style-type: none"> Ten to 99 new residential units Creation or change of use between 1,000 square metres 9,999 square metres 	<p>£2,832</p> <p>The fee covers:</p> <p>Preliminary site visit by case officer</p> <p>Internal meeting by case officer with internal services</p> <p>Initial briefing by case officer to key members (where the case officer considers it necessary and proportionate to do so in liaison with those members)</p> <p>Virtual meeting</p>	5% increase	<p>£2,973</p> <p>The fee covers:</p> <p>Preliminary site visit by case officer</p> <p>Internal meeting by case officer with internal services</p> <p>Initial briefing by case officer to key members (where the case officer considers it necessary and proportionate to do so in liaison with those members)</p> <p>Virtual meeting</p>

		<p>between developer and council teams (60 mins)</p> <p>Written response (format to be agreed by the parties)</p>		<p>between developer and council teams (60 mins)</p> <p>Written response (format to be agreed by the parties)</p>
<p>Strategic development</p>	<ul style="list-style-type: none"> • Creation of 100 or more new residential units • Creation or change of use of 10,000 square metres or more floorspace 	<p>£3500</p> <p>The fee covers:</p> <p>Preliminary site visit by case officer</p> <p>Internal meeting by case officer with internal services</p> <p>Initial briefing by case officer to key members (where the case officer considers it necessary and proportionate to do so in liaison with those members)</p> <p>Virtual meeting between developer and council teams</p>	<p>10% increase</p>	<p>£3850</p> <p>The fee covers:</p> <p>Preliminary site visit by case officer</p> <p>Internal meeting by case officer with internal services</p> <p>Initial briefing by case officer to key members (where the case officer considers it necessary and proportionate to do so in liaison with those members)</p> <p>Virtual meeting between developer and council teams</p>

		(up to 2 hours) Written response (format to be agreed by the parties)		(up to 2 hours) Written response (format to be agreed by the parties)
Works to listed buildings fees	<ul style="list-style-type: none"> Internal and external works to listed buildings Enquiries relating to whether proposed works require listed building consent should be subject to a formal application for a lawful development certificate 	<p>Virtual meeting and letter: £506.00</p> <p>Meeting on site and letter: £671</p>	5% increase	<p>Virtual meeting and letter: £531</p> <p>Site visit, follow up meeting and letter: £704</p>
Requests for compliance with planning conditions	<ul style="list-style-type: none"> Householder developments Non-householder developments 		New Fee	<p>£43</p> <p>£145</p>
Additional Fees for senior officer involvement for Major Development Proposals	<ul style="list-style-type: none"> Ten to 99 new residential units Creation or change of use between 1,000 square metres 9,999 square metres 	<p>Virtual meeting between developer and council teams (60 mins)</p> <p>To include Team Leader</p> <p>To include Development Manager</p>	New Fee	<p>Additional £129 to Major development fees</p> <p>Additional £149 to Major Development Fees</p>

		To include Team Leader and Developer Manager		Additional £278 to Major Development Fees
Additional Fees for senior officer involvement for Strategic Development Proposals	<ul style="list-style-type: none"> • Creation of over 100 or more new residential units • Creation or change of use of over 10,000 square metres or more floorspace 	<p>Virtual meeting between developer and council teams including case officer (up to 2 hours)</p> <p>To include Team Leader</p> <p>To include Development Manager</p> <p>To include Team Leader and Development Manager</p> <p>To include Head of Planning</p> <p>To include Team Leader or Development Manager and Head of Planning</p> <p>To include Director of Planning, Housing and</p>	New Fee	<p>Additional £129 to Strategic Development Fees</p> <p>Additional £149 to Strategic Development Fees</p> <p>Additional £278 to Strategic Development Fees</p> <p>Additional £179 to Strategic Development Fees</p> <p>Additional £348 to Strategic Development Fees</p> <p>Additional £199 to Strategic</p>

		<p>Environmental Health</p> <p>To include Head of Planning and Director of Housing and Environmental Health</p> <p>To include either Leader of the Council/Chief Executive and Head of Planning or Director of Planning, Housing and Environmental Health</p>		<p>Development Fees</p> <p>Additional £378 to Strategic Development Fees</p> <p>Additional £485 to Strategic Development Fees</p>
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Please note additional fees may be incurred for the following reasons:

- multiple proposals for the same scheme will be charged at full rate for the first proposal, then 50% of that fee for each additional proposal;
- schemes which would create additional units/floorspace in more than one use class will be charged at the relevant fee for both use class; and
- where a proposal includes development falling into one of the categories above and also alterations to a listed building both fees will apply.