

PRE-APPLICATION REQUEST FORM

When completed please either send it to:

BY POST: Development Management, Municipal Buildings, Earle Street, Crewe, Cheshire CW1 2BJ

BY E-MAIL: planningpreapps@cheshireeast.gov.uk

1. CONTACT DETAILS

APPLICANT / AGENT (Please delete as necessary)

Name:

Address:

.....

Phone: Email:

2. CONFIDENTIALLY

Under the Freedom of Information Act 2000, pre-application material may only be withheld from the public 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. Generally, once a planning application has been submitted and is in the public domain, information submitted and advice given can no longer be treated as confidential. The Council retains absolute discretion on the disclosure of any information it holds. If you wish the Council to treat pre-application material as confidential, then you will need to set out in the space below the reasons why and for how long, any information relating to the advice needs to remain confidential.

- Do you wish the council to treat pre-application information relating to the advice as confidential? Yes / No *(Delete as appropriate)*.
- Reasons why any information relating to the advice needs to be treated as confidential:

- Period of time any information relating to the advice needs to remain confidential:
.....

3. THE SITE

a) The site address:

b) The site area is:

c) The present use, or if vacant the last known use, of the building/land:

d) 1:1250 site location plan submitted: YES / NO *(Delete as necessary)*

4. THE PROPOSAL

(Please provide a description of your proposal outlining any:

- Buildings that will be demolished,
- Physical works / new buildings,
- Proposed use of the site
- Other information that may be useful in assessing your proposal).

5. DETAILS OF ANY OTHER PLANS/DRAWINGS/DOCUMENTS

6. SERVICE REQUESTED

Please indicate which service you require from Cheshire East Council (Tick box as necessary):

- Development Team Service at a cost of £2,000 for the first meeting and £1000 for any additional meetings required
- Pre-Application Meeting Service at a cost of £700 per meeting plus £150 for each additional officer involved.
- Minor Operations service at a cost of £200 per meeting / Letter
- Replacement Dwelling Service - £335 per meeting / letter (including VAT)
- Householder Pre-Application Service at a cost of £100 per letter.

If you wish officers from other Council service areas to be involved in the Pre-Application Meeting Service please indicate this below:

- | | | | |
|--|---------------------------------------|---------------------------------------|---|
| <input type="checkbox"/> Planning Policy | <input type="checkbox"/> Urban Design | <input type="checkbox"/> Conservation | <input type="checkbox"/> Landscaping |
| <input type="checkbox"/> Trees | <input type="checkbox"/> Ecology | <input type="checkbox"/> Highways | <input type="checkbox"/> Housing |
| <input type="checkbox"/> Parks | <input type="checkbox"/> Education | <input type="checkbox"/> Legal | <input type="checkbox"/> Environmental Health |
| <input type="checkbox"/> Regeneration | Other: (please state) | | |

PLEASE NOTE that the Council will screen your request to ensure that the level of service that you have requested is appropriate for the development proposed and confirm with you the service it can offer.

7. DECLARATION

I hereby request the service indicated above and agree to pay the fee for the service.

The invoice for the service should be sent to:

Signed: Date:

On behalf of (if you are an agent):