

PLANNING & BUILDING STANDARDS SERVICE
NON-STATUTORY FEES AS FROM 1ST APRIL 2024

Planning & Building Standards Service	
Certified copies of building warrant decision notices*: <ul style="list-style-type: none"> - already available online - on CD-ROM / microfiche - otherwise archived by Planning & Building Standards Service - 	£16 £27 £37
Certified copies of Planning decision notices*: <ul style="list-style-type: none"> - already available online - on CD-ROM / microfiche - otherwise archived by Planning & Building Standards Service - 	Free £27 £35
Certified copies of other planning / building warrant documents* (e.g. application forms, reports on handling, consultation responses, completion certificates, etc): <ul style="list-style-type: none"> - each document (standalone request) - each additional document 	£16 £5

** Copies of plans may not be available for copyright reasons and where they are available, only A4 sized copies can be provided.*

Planning Services	
Property enquiry certificate	£185
Letter of comfort providing information relating to previous works	£135
Permitted development enquiry	£50
Non-material variation	£200
Licensing (Scotland) Act Certificates	£160
HMO consultations	£160
Any other non-statutory enquiries and additional inspections	At cost
Planning Pre-Application Advice Services	
Householder enquiry	£50
Local enquiry	30% of planning

	application fee, up to maximum of £1000
Major, EIA or complex local enquiry	£1250
Listed building consent & conservation area consent (standalone applications only - if planning permission is also required then a fee will be charged as per the relevant category)	Free
Exemptions:	
- brief verbal non-specific or general advice which can be given over the phone or in person	Free
- advice regarding works for alterations required specifically to improve access, safety, health or comfort of the home of a registered disabled person	Free

Building Standards Services	
Letter of Comfort (Including Property Inspections, Confirmation of completion, Confirmation layout accords with former approval, Confirmation development exempt and Letter providing information relating to previous works)	£335
Permit to occupy temporary raised structure:	
- up to 200 people	£215
- 201 to 1000 people	£345
- each additional 1000 people or part thereof	+£110
Safety at Sports Ground Certificate and Designated Grandstand Certificate	£960
Amendment to Safety at Sports Ground Certificate	£480
Renewal of Sports Ground Certificate (no changes)	£480
Renewal of Sports Ground Certificate (with changes)	£960
Licensing (Scotland) Act Certificates	£160
HMO consultations	£160
Any other non-statutory enquiries and additional inspections	At cost