Appendix 1 – Planning and Building Control Service

Charging for Property Addressing

It is proposed to introduce a charge for property addressing the fees would apply to:-

1. Allocating a name to a street;
2. Allocating a number to a property;
3. Revising property numbers after a schedule has been issued;
4. Changing or allocating a house name;
5. Issuing a retrospective address confirmation letter.

FEES

Function	Charge			
New Street Naming (per	£60			
New Properties on New	Number of properties			
New Property Addresses on an Existing Street				
	1	**2-5**	**6-10**	**Over 10**
	£45	£75	£100	£190 + £1 per property
Re-addressing after Notification	£5 per property			
Change (or allocate) House Name	£35			
Letter of Confirmation of Address	£35			

Proposed Increase of Property Search Fees

The proposed increase has been calculated to reflect actual officer time in maintaining and extracting information from the non-public local land charges registers to respond to Local Land Charge Searches (as 34 additional questions have been added to the "Con 29" search forms)

Type of search	Current charge	Proposed fee	notes
Search of information held by the Council on non-public registers (Con 29)	£51	£93.60 (inc VAT)	To reflect officer time and additions 34 questions
Extra parcels of land (for Con 29)	£1	£6 (inc VAT)	To reflect officer time
Search of Local Land Charge Register	£22	£22	To remain the same as no additional costs to provide.