



## Pre-Application Advice

Please complete this form to submit a formal enquiry for pre application advice.

Please note it does not offer you a decision as to whether your proposed development requires planning permission. Should you want a formal determination as to whether your proposal requires planning permission please submit a Certificate of Lawful Development Application.

Please complete this form with as much information as possible. If you require any further information please contact us on [planningservices@rctcbc.gov.uk](mailto:planningservices@rctcbc.gov.uk) or 01443 281135

Please ensure the correct fee has been submitted with your enquiry.

Proposed enhanced pre-application advice service charges		
Type of application	Fee	Additional officer meeting
Householder	£61	£30.50
Single dwelling	£122	£48
Minor development	£362	£181
Major development	£845	£422.50
Large major development	£1,449	£724.50

The Council is committed to keeping your personal information safe and secure and keeping you informed about how we use your information. To learn about how your privacy is protected and how and why we use your personal information to provide you with services, please visit our service privacy notice here [www.rctcbc.gov.uk/serviceprivacynotice](http://www.rctcbc.gov.uk/serviceprivacynotice) and the Councils data protection pages here [www.rctcbc.gov.uk/dataprotection](http://www.rctcbc.gov.uk/dataprotection).

**Materion Ffyniant a Datblygu/  
Prosperity and Development**  
Llawr 2 / Floor 2, 2 Llys Cadwyn,  
Pontypridd, CF37 4TH

**Dylid cyfeirio pob gohebiaeth at/All correspondence should be addressed to**  
Cymorth i Fusnesau, Tŷ Elai, Ystad Ddiwydiannol Dinas Isaf, Trewiliam, Tonypany, CF40 1NY  
Business Support Unit, Ty Elai, Dinas Isaf Industrial Estate, Williamstown, Tonypany, CF40 1NY

**Simon Gale**  
Cyfarwyddwr Materion Ffyniant a Datblygu | Director of Prosperity and Development

**Dewiswch iaith a diwyg eich dogfen | Available in alternative formats and languages**

Croesawn ohebu yn Gymraeg a fydd gohebu yn y Gymraeg ddim yn arwain at oedi. Rhwch wybod inni beth ywch dewis iaith e.e Cymraeg neu'n ddwyieithog.  
We welcome correspondence in Welsh and corresponding with us in Welsh will not lead to a delay. Let us know your language choice if Welsh or bilingual.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Post Code: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Site Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Description of Proposal:

\_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

Is any of the information you have provided Confidential or commercially sensitive?

Confidential

☐

Commercially Sensitive

☐

Additional Information (e.g. Materials or any other information you may wish to provide:

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Please provide a 1:1250 Site location plan of the Site.

Please include as much information as you can such as, where possible, photographs, plans with dimensions, details of materials etc.

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Please return this form completed together with any additional information and the necessary fee which can be paid via a cheque payable to RCTCBC or over the phone on 01443 281135.