



Development Control Pre-Application Form

Please complete the form and return it to the address at the end of this document.

1 Address of site:

2 Description of proposed development:

3 Details of agent/person making this enquiry:

Name:

Address:

Telephone:

Email:

4 Name of prospective developer/organisation:

5 Type of formal application proposed e.g. Full, Outline, Listed Building, Approval of Reserved Matters, details required by a planning condition etc:

6 Details of any previous applications or pre-application discussions - Application Number and dates:

7 List of documents and plans submitted with this request. You should, if possible, include a statement justifying your proposals with reference to National and local planning policies and guidance:

8 Details of any consultations you have carried out or propose to carry out with statutory and non-statutory consultees at pre-application stage:

9 Details of any Community consultation you propose to undertake at pre-application stage (please see the Derby City Council's Statement of Community Involvement):

10 When do you anticipate submitting a formal planning application?

11 Date of request:

12 Fees submitted: Submit your payment using our [online payment service](#)

Payment Receipt No:

Please return this completed form and all supporting documents and plans to:

**Development Control
Communities and Place
Derby City Council
The Council House
Corporation Street
Derby
DE1 2FS**

Or return your complete submission to developmentcontrol@derby.gov.uk

For Office use only

Date received:

Response required:

Fee paid:

Case officer:

Fee correct / additional fee required (*delete as appropriate*)