

INFRASTRUCTURE, ENVIRONMENT & ECONOMY SERVICE

Fees valid from 9th June 2025

Planning application fees

A fee is required for most types of planning applications and associated submissions. The fee will depend on the type and scale of the proposed development. All applications will not be considered 'valid' until the fee has been received in full. Fees will be checked at the final point of validation, rather than the point of submission, as changes during the validation process can affect fees payable.

The scale of fees for applications is set by the Scottish Government through [The Town and Country Planning \(Fees for Applications\) \(Scotland\) Amendment Regulations 2025](#). The Scottish Government increased planning fees on 9th June 2025. The [new fee scale](#) provides information on the new fees payable. All planning and other applications that are made on or after that date incur the new fee.

If there is a requirement to advertise your application in the local newspaper, please note that you will have to pay an additional cost.

The [Town and Country Planning \(Fees for Applications\) \(Scotland\) Amended Regulations 2024 at \(Regulation 6\)](#) allow for authorities to introduce a surcharge for applications for planning permission where the application relates to development carried out without permission (section 33 of the Town and Country Planning (Scotland) Act 1997).

Surcharges – (introduced 1 October 2022)

Applications made in retrospect	Fee payable
Where a retrospective application for planning permission is made after the whole development being applied for has been carried out in full.	25% increase in applicable planning fee
Where a retrospective application for planning permission is made when the development being applied for has been started but not completed, including the revised design of a previously granted planning permission.	25% increase in applicable planning fee

The fee for an application, unless otherwise noted, is not refundable once the planning application has been submitted.

Service	Charge payable
Advert fee	£166
Planning applications accompanied by an EIA	£1017

Pre-Application Advice, Non-Material Variations and Certificate of Compliance with Conditions

We offer a pre-application advice service, which you can use to find out if the development you're considering is likely to obtain planning permission. To find out more go to our [Pre-Application Advice](#) webpage. The fees for this service, set out below, are set by Highland Council and reviewed annually. This service is not for finding out whether planning permission is required for your development; if you need information on this visit our [find out if you need planning permission](#) page.

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We offer [non-material variation](#) which enables small changes that are not material to be made to a planning permission which has already been granted.

Details of the various methods of payment we accept can be found on our [Planning Payment Options](#) webpage.

Service	Charge payable
1. Development Enquiry	£72 (inclusive of VAT)
2. Pre-application advice	(Pre-application advice inclusive of VAT)
Local Small Scale	35% of Planning Fee, capped at £1,850
Local Medium Scale	35% of Planning Fee, capped at £2,625
Major Development Projects	7.5% of planning application fee but a minimum of fee of £5,000 and maximum fee of £10,500
Wind Farm Design Workshop only	7.5% of planning application fee but a minimum of fee of £5,000 and maximum fee of £10,500
Major Development Projects plus Wind Farm Design Workshop	7.5% of planning application fee but a minimum of fee of £5,000 and maximum fee of £10,500 for Major Pre-application. Plus 7.5% of planning application fee but a minimum of fee of £3,000 and maximum fee of £6,000
Pre-application advice on Listed Buildings	No charge for changes to the interior of the building e.g., cornices, internal doors, where planning is not required. 35% of planning application fee of Householder Development for changes to the exterior of the building e.g., external doors, extensions, windows i.e., where planning permission is required.
3. Non Material Variations	
Householder	£60
Other Developments - not including Major Applications	£150
Major Applications including those related to MSC Applications	£400
4. Priority Satisfaction of Conditions Fee	(Inclusive of VAT)
First Application	£10,500
Additional Applications	£5,250
Standard Satisfaction of Conditions	No associated fee (timescale within 3 months from receipt and validation)

- [Fee calculator](#) - A stand-alone tool is available from ePlanning.scot to assist you

Fees valid from 1st April 2025

in estimating the cost of your planning application –

Your fee can be reduced under the following circumstances:

- if the application is made by a community council, the fee will be reduced by 50%.
- no fee if the application is for works to improve access for a disabled person.
- no fee if the application is submitted within 12 months of the **date of refusal** for an application of the same description or character, if made by the same applicant; (only applies to one application following the original application); and
- no fee if the application is submitted within 12 months of the **date of submission** of an application of the same description or character, if made by the same applicant, which is withdrawn. (Only applies to one application following the original application)

Section 50 Certificates

Service	Charge payable
Section 50 Certificates (Planning) (under the Licensing (Scotland) Act 2005	£75
Section 50 Certificates (Building Warrant) (under the Licensing (Scotland) Act 1982	£75

Request copies of Planning and Building Standards Documents

Service	Fee payable
There is a charge for this service which is reviewed annually with any fee increase taking effect from 1st April each year	
Copies of planning documents <ul style="list-style-type: none">• Decision Notice• Decision Notice and drawings	£140
Copies of building standards documents <ul style="list-style-type: none">• Building Warrant Decision notice• Amendment or Stage Decision notice• Approved drawings• Completion Certificate	£140
Copies of planning and building standards documents <ul style="list-style-type: none">• Planning and building standards documents for the same development address	£280

All copies of documents will be emailed, wherever possible. Printing and postage costs may apply.

Section 11

Service	Charge payable
Section 11 exemption requests under the Land Reform (Scotland) Act 2003	£200 plus re-cover the costs of any advertising involved.

Building Standards fees

The current fees increased on 1 April 2025 and details of this change can be found in [The Building \(Fees\) \(Scotland\) Amendment Regulations 2025](#) and the 3rd Edition, Version 1.6 of the [Procedural Handbook](#)

- [Building warrant fees](#)

A stand-alone tool is available from eBuildingStandards.scot to assist you in working out the estimated value of works of your building standards application – [Fee calculator \(external link\)](#)

Details of the various methods of payment we accept can be found on our [Planning Payment Options](#) webpage.

Service	Revised Charge
While the Building Warrant fees are set by Scottish Ministers, the fee payable as part of the Building Warrant submission is based on the estimated cost of operations. When checking the accuracy of estimated costs of operations, the Building Standard Surveyor refers to the Building Cost Information Surveys of Quarterly Review of Building Prices (BCIS guide published by the RICS). This provides the mean price in £/m ² for works of different character.	Increase the cost per square metre indices over the range of building types as per BCIS guide to £2968/m ²
Examination of Building Warrant case file whether the case is live or complete. Access to certain files may be restricted for security purposes depending on the building type. The area office will advise.	No Charge (A charge will be made for copies requested of decision notices, drawings and other file material, and for the cost of postage and packing.)
Retrieval Fee for providing certified copies of Building Warrant documentation e.g., copy of Building Warrant, copy of Acceptance of Completion Certificate and/or copies of approved BW drawings. As above, restrictions may apply for security purposes depending on the building type. The area office will advise.	£140 (For warrant and/or completion certificate if both requested at the same time) (Plus copying and postage costs if relevant)
For any building work carried out prior to May 2005; the following applies: -	

Letters of Comfort (where no Building Warrant was obtained)	£839 for works not exceeding £9.3k in value.
This proposal accords with statutory fee levels for Late Building Warrant applications and submissions for Completion Certificates where no BW was obtained.	Thereafter fee will be based on the national BW fee scale but with a 200% penalty added for Late BW applications. A 300% penalty will be applied for Completion Certificate Submissions where no BW was obtained.
Letters of Comfort (where Building Warrant has expired)	£494
Where work was carried out after 1 st May 2005 reference should be made to Late Applications for building warrant or completion certificates (if work is complete) under current legislation.	
Section 89 Certificates (under the Licensing (Scotland) Act 1982 - Raised Platforms	£244

Corporate Address Gazetteer	
Addressing Services – Street and house names/numbers	Service Charge
Naming of new street	£243
Register a new address. (No. of properties per application)	Sliding Scale
1	£124
2-5	£156
6-10	£187
11-25	£217
26-50	£311
51-100	£498
101-150	£934
151-200+	£1224
Change of House Name	£49
Change of Street Name	£243
Advert Fee (renaming)	Price on request**
Admin fee for re-numbering a new development which has already completed street naming and numbering (this is after the initial SNN has been confirmed)	£187

****Price of advert fee will vary depending on the number of streets and the size of advert required.**