



## Community Infrastructure Levy (CIL) - Determining whether a Development may be CIL Liable

### Planning Application Additional Information Requirement form

Following the introduction of the Community Infrastructure Levy (CIL) all applicants for full planning permission, householder applications and reserved matters following an outline planning permission, and applicants for lawful development certificates, are required to provide the following information. **Please read the associated Guidance Notes before you complete the form. Notes on the questions are provided at [http://www.planningportal.gov.uk/uploads/1app/cil\\_guidance.pdf](http://www.planningportal.gov.uk/uploads/1app/cil_guidance.pdf)**

#### 1. Application Details

Applicant or Agent Name:

Planning Portal Reference  
(if applicable):

Local authority planning application number  
(if allocated):

Site Address:

Description of development:

#### 2. Liability for CIL

Does your development involve:

a. New build (including extensions and replacement) floorspace of 100 sq ms or above?

Yes ☐ No ☐

b. Proposals for one or more new dwellings (houses or flats, either through conversion or new build)?

Yes ☐ No ☐

c. A site owned by a charity where the development will be wholly or mainly for charitable purposes, and the development will be either occupied by or under the control of a charitable institution?

Yes ☐ No ☐

d. None of the above

Yes ☐ No ☐

If you answered yes to either a. or b. please continue to complete the form.

If you answered yes to either c. or d. please go to **6. Declaration** at the end of the form.

### 3. Reserved Matters Applications

Does this application relate to details or reserved matters pursuant to an application that was granted planning permission prior to the introduction of the CIL charging in the relevant local authority area?

Yes ☐

Please enter the application number

No ☐

If you answered yes, please go to **6. Declaration** at the end of the form.

If you answered no, please continue to complete the form.

### 4. Proposed Residential Floorspace

Does your application involve new residential floorspace (including new dwellings, extensions, conversions, garages or any other buildings ancillary to residential use)?

Yes ☐

No ☐

If yes, please provide the following information, including the floorspace relating to new dwellings, extensions, conversions, garages or any other buildings ancillary to residential use:

| Development type                                              | Existing gross internal floorspace (square metres) | Gross internal floorspace to be lost by change of use or demolition (square metres) | Total gross internal floorspace proposed (including change of use) (square metres) | Net additional gross internal floorspace following development (square metres) |
|---------------------------------------------------------------|----------------------------------------------------|-------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|
| Market Housing (if known)                                     |                                                    |                                                                                     |                                                                                    |                                                                                |
| Social Housing, including shared ownership housing (if known) |                                                    |                                                                                     |                                                                                    |                                                                                |
| Total residential floorspace                                  |                                                    |                                                                                     |                                                                                    |                                                                                |

### 5. Existing Buildings

How many existing buildings on the site will be retained, demolished or partially demolished as part of the development proposed?

Number of buildings

Please state for each existing building/part of an existing building that is to be retained or demolished the gross internal floorspace that is to be retained and/or demolished and whether all or part of each building has been in use for a continuous period of at least six months within the past 12 months.

|                  | Brief description of existing building/ part of existing building to be retained or demolished. | Gross internal area (sq ms) to be retained. | Proposed use of retained floorspace. | Gross internal area (sq ms) to be demolished. | Was the building or part of the building occupied for its lawful use for 6 of the 12 previous months (excluding temporary permissions)? |
|------------------|-------------------------------------------------------------------------------------------------|---------------------------------------------|--------------------------------------|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| 1                |                                                                                                 |                                             |                                      |                                               | Yes <input type="checkbox"/> No <input type="checkbox"/>                                                                                |
| 2                |                                                                                                 |                                             |                                      |                                               | Yes <input type="checkbox"/> No <input type="checkbox"/>                                                                                |
| 3                |                                                                                                 |                                             |                                      |                                               | Yes <input type="checkbox"/> No <input type="checkbox"/>                                                                                |
| 4                |                                                                                                 |                                             |                                      |                                               | Yes <input type="checkbox"/> No <input type="checkbox"/>                                                                                |
| Total floorspace |                                                                                                 |                                             |                                      |                                               |                                                                                                                                         |

If your development involves the conversion of an existing building, will you be creating a new floor within the existing building (a mezzanine floor)?

Yes ☐

No ☐

If Yes, how much of the gross internal floorspace proposed will be created by the mezzanine floor (sq ms)?

## 6. Declaration

I/we confirm that the details given are correct.

Name:

Date (DD/MM/YYYY). Date cannot be pre-application:

It is an offence for a person to knowingly or recklessly supply information which is false or misleading in a material respect to a collecting or charging authority in response to a requirement under the Community Infrastructure Levy Regulations (2010) as amended (regulation 110, SI 2010/948). A person guilty of an offence under this regulation may face unlimited fines, two years imprisonment, or both.

---

For local authority use only

App. No

