



# Pre-application advice enquiry form

## Highways Development Control

Please complete this form with as much information as possible.

If you require any further information regarding the statutory pre-application service or how to complete this form, please contact your local Highways Development Control Team on:

[hwdcconsult@pembrokeshire.gov.uk](mailto:hwdcconsult@pembrokeshire.gov.uk)

### Applicant Name, Address and Contact

Name:

Address:

Postcode:

Telephone number:

Mobile number:

E-mail address:

### Agent Name, Address and Contact

Name:

Address:

Postcode:

Telephone number:

Mobile number:

E-mail address:

### Description of the Proposal

Previous Planning Apps:  
(if applicable)

Difference no. in parking  
spaces (if applicable)

**Site Address (if different to applicant address)**

Address:

Postcode:

**Location plan:**

Please check the box below to confirm you have submitted a plan which identifies the land to which this application relates, drawn to an identified scale and showing the direction of North.

*I have attached a location plan that meets the requirements outlined above:*

**Additional Information**

To enable this department to provide the best possible response to your pre-application enquiry you are encouraged to submit as much additional information as possible to accompany this form. Please list any additional information/plans you are submitting below (*continue on a separate sheet if necessary*)

**Fee**

I can confirm that the correct fee has been included with this enquiry form / paid over the telephone

*The standard fee is £25.00 however a site visit maybe be required there will be an additional fee of £15.00. If you are unsure if this is applicable at the time of application the site visit fee can be paid at a later date. To pay over the telephone please contact 01437 764551.*

**Applicant Declaration**

All the information that we hold concerning you as an individual will be retained and processed by the Highways Development Control Team strictly in accordance with the provisions of the General Data Protection Regulation 2016, as set out in our Fair Processing Notice. A full version of this Notice can be viewed [www.pembrokeshire.gov.uk/privacy-promise](http://www.pembrokeshire.gov.uk/privacy-promise), alternatively a paper copy can be provided upon request.

I/we hereby apply for pre application advice as described in this form and the accompanying plans/drawings and additional information. I confirm that, to the best of my knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the persons giving them.

**Signature:**

**Print Name:**

**Date:**