

MVDC CIL Process Flowchart

APPLICATION

Planning Permission **Required**

Planning Permission **Not Required**
(Permitted Development)

Submit **Additional Information Requirement** (Form 0)
with your Planning Application for validation

Submit **Notice of Chargeable Development** (Form 5)

PRIOR TO COMMENCEMENT

Submit **Assumption of Liability** (Form 1).
If liability changes at any time before the final payment, submit a **Withdrawal** (Form 4) or a **Transfer of Liability** (Form 3)

If the development meets criteria, submit the appropriate relief:

- Charitable and Social Housing (Form 2)
- Self Build (Form 7)
- Residential Annex (Form 8)
- Residential Extension (Form 9)

MVDC issue **Liability Notice** to Liable Party. If liability has not been assumed, liability is passed to the landowner

Submit **Commencement Notice** (Form 6)

COMMENCEMENT

MVDC issue **Demand Notice** on Commencement date detailing due dates and payment procedure. Instalments may be applied for larger developments

Land charge applied

CIL Paid in full or according to instalments

Land charge removed and receipt issued

If the development commences prior to submission of this notice, relief will not be applicable, surcharges applied and instalments will not be offered

Enforcement action taken in the event of non-payment