MVDC CIL Process Flowchart

**APPLICATION**

Planning Permission **Required**

Submit Form 1: Additional Information with your Planning Application for validation

Planning Permission **Not Required**

(Permitted Development)

Submit Form 5: Notice of Chargeable Development

**PRIOR TO COMMENCEMENT**

Submit Form 2: Assumption of Liability. If liability changes at any time before the final payment, submit a Form 3: Withdrawal of Assumption of Liability or a Form 4: Transfer of Assumed Liability

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

Land charge applied

Submit Form 6: Commencement Notice

**COMMENCEMENT**

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

CIL Paid in full or according to instalments

Land charge removed and receipt issued

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

Enforcement action taken in the event of non-payment

If the development meets criteria, submit the appropriate relief claim form.

- Form 7: Self Build Exemption Claim – Part 1
- Form 8: Residential Annex Claim
- Form 9 Residential Extension Exemption Claim
- Form 10: Charitable and/or Social Housing Relief Claim