



Publicity for planning applications

The Borough Council publicises applications for planning permission in accordance with the following schedule and notes:

Nature of proposed development	Relevant secondary legislation	Statutory publicity	Publicity carried out by Borough Council
<p>Application accompanied by an EIA (Environmental Impact Assessment)</p> <p>Departure from the development plan (currently adopted Basingstoke and Deane Borough Local Plan and Hampshire County Structure Plan)</p> <p>Proposal affecting a public ROW (right of way)</p>	<p>The Town and Country Planning (Development Management Procedure) (England) Order 2010</p>	<p>LPA to advertise in local press</p> <p>LPA to advertise on website</p> <p>Site notice to be displayed for 21 days</p>	<p>Press notice</p> <p>Website</p> <p>Site notice</p> <p>Neighbour notification</p>
<p>Major development: (Development of more than 10 dwellings, or more than 1000m² of floorspace or on a site larger than 0.5ha)</p>	<p>The Town and Country Planning (Development Management Procedure) (England) Order 2010</p>	<p>LPA to advertise in local press</p> <p>LPA to advertise on website</p> <p>Site notice to be displayed for 21 days or neighbour notification</p>	<p>Press notice</p> <p>Website</p> <p>Site notice</p> <p>Neighbour notification</p>
<p>Minor development: (Development of 10 or less dwellings, less than 1000m² floorspace or on a site less than 0.5ha)</p> <p>Householder Development:</p> <p>Change of Use</p>	<p>The Town and Country Planning (Development Management Procedure) (England) Order 2010</p>	<p>Site notice to be displayed for 21 days or neighbour notification</p>	<p>Website</p> <p>Site notice and/or</p> <p>Neighbour notification</p> <p>Press notice proposal affects the character or appearance of a Conservation Area or proposal affects a Listed Building</p>

Listed Building Consent Conservation Area Consent Except those where the proposals are for listed building consent to alter only the inside of a building listed Grade II or to vary/discharge conditions on such a consent already granted	The Planning (Listed Buildings and Conservation Areas) Regulations 1990	LPA to advertise in local press Site notice	Website Press notice Site notice Neighbour notification
--	---	--	--

Consent to display advertisements	The Town and Country Planning (Control of Advertisements) Regulations 1992	Nil	Website Site notice and/or Neighbour notification Press notice proposal affects the character or appearance of a Conservation Area or proposal affects a Listed Building
-----------------------------------	--	-----	---

Publicity for Certificates of Lawfulness

Certificate of Lawful Development - Existing	The Town and Country Planning (Development Management Procedure) (England) Order 2010	Nil	Website Site notice and/or Neighbour notification
--	---	-----	---

Certificate of Lawful Development - Proposed	The Town and Country Planning (Development Management Procedure) (England) Order 2010	Nil	Website
--	---	-----	---------

Publicity for other types of application

Tree Preservation Orders	The Town and Country Planning (Trees) Regulations 1999	Nil	Website Site notice and/or Neighbour notification Press notice proposal affects the character or appearance of a Conservation Area or proposal affects a Listed Building
Demolition determination as to whether prior approval of LPA is required	The Town and Country Planning (General Permitted Development) Order Part 31	Applicant/agent to display site notice for 21days of the 28 day period	Website Site notice and/or Neighbour notification
Prior approval to demolish (Permitted development where prior approval of the LPA is required for the method of demolition and restoration of site)	The Town and Country Planning (General Permitted Development) Order Part 31	Nil	Website Site notice and/or Neighbour notification
Agricultural determination as to whether prior approval of LPA is required	The Town and Country Planning (General Permitted Development) Order Part 6	Nil	Website
Agricultural prior approval (Permitted development where prior approval of the LPA is required for the siting, design and external appearance)	The Town and Country Planning (General Permitted Development) Order Part 6	Applicant/agent to display site notice for 21days of the 28 day period	Website Site notice Neighbour notification

Telecommunications prior approval (Permitted development where prior approval of the LPA is required for siting and appearance)	The Town and Country Planning (General Permitted Development) Order Part 24	Site notice to be displayed by LPA for 21 days <u>or</u> neighbour notification	Website Site notice Neighbour notification Press notice proposal affects the character or appearance of a Conservation Area or proposal affects a Listed Building
--	---	---	--

Publicity for Consultations from other Authorities

Out of Borough Consultations		Nil	Website
------------------------------	--	-----	---------

County Matters Application		Nil	Website
----------------------------	--	-----	---------

Advertisements in the local press

Advertisements are placed in the local newspapers, the Basingstoke Gazette, the Andover Advertiser and the Newbury Weekly News, as appropriate for the site in question.

Advertisements on the website (www.basingstoke.gov.uk)

The planning register from 1986 is available on the Borough Council's website, in the planning section. Applications can be found using a number of different search criteria.

Site notices

Site notices are printed by the Council. They are sent to the agent/applicant with a letter requesting them to display the notice on the site for the relevant time period, and to return a slip stating the first date of display. If an agent/applicant fails to display the site notice, the Case Officer assesses whether:

1. To post a notice and delay the determination of the application, or
2. The legislative requirements have been satisfied and the application can be considered and determined.

Neighbour notification

Neighbour notification of an application is in the form of a letter giving brief details of the proposal, details of where and when the application may be seen, and the last date for comments (normally 21 days from the date of the letter). Letters are addressed to 'the occupier/owner'.

Neighbours notified are those occupied buildings adjoining the site and those which may be affected by the development. Letters to neighbours are sent at registration of an application, further notifications may be sent after the case officer's site visit. The decision on which properties 'may be affected by the proposed development' is made by the Case Officer. This is based on

professional assessment of the proposal and its likely impacts on the area surrounding the site, and the guidance contained within Circular 15/92 Publicity for Planning Applications.

In addition, notification letters will be sent to other members of the public who have commented on a similar proposal on the same site within two years of the former application being determined.

As a result of any pre-applications or other consultations undertaken by a developer the Council will take a view as to any additional notifications required on a case by case basis.

Notification of Parish (or Town) Councils

Parish and Town Councils are notified of all applications by receipt of a copy of the Weekly List of planning applications. Parish and Town Councils are also formally consulted on all applications within their own area.

Borough Councillor (Ward Member) Notification

All Councillors receive a copy of the weekly list of planning applications.

Additional notification

Any request for additional notification of an application is considered by the Case Officer, however a notification does not need to have been received in order for a member of the public to make comment, and this would always be stressed when any request is received.

Pre-decision Amended Plans

Pre-decision amendments can be accepted, at the discretion of the Case Officer. Re-notification may occur, but normally only if the amendments are significant alterations or increase the size of the proposal. If the proposal remains very similar, or would reduce in size and impact, then re-notification would not normally occur.

Reports To Development Control Committee Prior To Expiry Of Notification Period

Due to reports to Development Control Committee making recommendations on applications having to be written 2-3 weeks prior to the meeting, in some cases the report will be written prior to the expiry of the consultation period. In these instances, additional representations received after the report is written and prior to the meeting will be reported on the Update Paper which is compiled on the day of the meeting and presented at the meeting.

Date of decision

The decision on an application is not issued until after the last expiry date for responses to notifications.

Glossary

LPA= Local Planning Authority

Weekly list = list of all applications registered within the week, produced every week and displayed within the reception area at the Civic Offices.

Planning Development, Planning and Transport, Basingstoke and Deane Borough Council, Civic Offices, London Road, Basingstoke, RG21 7EA
Tel 01256 844844

October 2010