



**Most planning and other related applications require payment of a fee set by Government legislation. The current rate is set out in the general guidance notes below.**

**Cheques must be made payable to “BASINGSTOKE AND DEANE BOROUGH COUNCIL”.**

## CALCULATION OF FEES

1. Where an application involves the erection of residential and non-residential floorspace the fee payable will be the sum of the fees for the two constituent parts.
2. Where an application fee could be calculated from more than one of the categories, the fee payable will be the highest figure produced when each relevant category is calculated separately.
3. Where an application for approval of reserved matters is made, and the applicant has previously applied for such approval and paid fees equivalent to what would be payable if now seeking approval of all the matters reserved in respect of the whole of the outline application site, the fee payable shall be £462
4. “Floorspace” in these notes denotes Gross floorspace in accordance with the ‘Code of Measuring Practice’ prepared by the RICS and ISVA and includes covered floorspace with a headroom of more than 1.5 metres and all perimeter and internal walls, columns, chimney breasts, stairwells, lift and plant rooms, open sided covered areas and car parks.

### Definitions:

- **‘Site area’** – this should be taken as the land to which the application relates shown edged red on the plan accompanying the application.
- **‘... or part thereof’** – where the floor space or site area of the proposal is not an exact multiple of the unit measurement provided by the fees scale, the amount remaining is taken to be a whole unit for fee purposes.
- **‘dwellinghouse’** – for fee purposes, dwellinghouse is defined as a building or part of a building, which is used as a single private dwellinghouse, and for no other purposes. This includes flats, maisonettes, and houses in multiple occupation.

Please check with the **Development Control Section** if you are in any doubt.

5. Applications made by or on behalf of Parish Councils – attract a fee of 50% of that otherwise payable.
6. Applicants making applications for alternative proposals for the same site on the same day shall pay a single fee calculated as follows:  
  
Calculate the fees for each separate proposal, take the highest fee and add to it half of the sum of the other alternative fees.
7. Certain applications are exempt from Planning Fees. See below for details.

## EXEMPTIONS FROM FEES

No fees are payable for:

1. Applications for extension or alteration to a dwelling house or in the curtilage of a dwelling house where such works are solely to improve the access, safety, health or comfort of a resident or proposed resident to whom Section 29 of the National Assistance Act 1948 applies (a disabled resident), or a child who is disabled for the purposes of Part III of the Children Act 1989.
2. Applications that relate solely to work to provide a means of access for disabled people to a building to which the public are admitted.
5. i) A revised application for planning permission or permission in principle for development of the same character or description relating to the same site or part thereof, by the same applicant, within 12 months of:
  - a) the date of grant of permission of an earlier application;
  - b) the date of refusal of an earlier application (including dismissal at appeal);
  - c) the date of submission of an earlier application which was withdrawn before a decision note was issued or;
  - d) the expiration of the prescribed period for determining an earlier application where an appeal has been submitted to the Secretary of State against the failure of the Local Planning Authority to determine that application.
- ii) One revised application, for approval of one or more reserved matters relating to the same site or part thereof and to no other land, by the same applicant, for approval of the same reserved matters of the same outline planning permission, within 12 months of:
  - a) the date of approval of an earlier application;
  - b) the date of refusal of an earlier application (including dismissal at appeal)
  - c) the date of submission of an earlier application which was withdrawn before a decision note was issued or;
  - d) the expiration of the prescribed period for determining an earlier application where an appeal has been submitted to the Secretary of State against the failure of the Local Planning Authority to determine that application
- iii) A revised application for display of an advertisement relating to the same site and description, by the same applicant within 12 months of:
  - a) the date of refusal of an earlier application;
  - b) the date of submission of an earlier application which was withdrawn before a notice of decision was issued.
- iv) A revised application for a certificate of lawfulness relating the same use, operation or other matter of the same description as the use, operation or matter to which the earlier application related within 12 months of:
  - a) The date of refusal of an earlier application (including dismissal at appeal)
  - b) The date of submission of an earlier application which was withdrawn before a notice of decision was issued.
  - c) the expiration of the prescribed period for determining an earlier application where an appeal has been submitted to the Secretary of State against the failure of the Local Planning Authority to determine that application

Provided that;

- The correct fee was paid in respect of the earlier application;
- If the earlier application was in outline then the revised application is also in outline;
- The revised application includes no additional land (other than may be necessary to provide access).

Any applicant may only take advantage of exemption once under (a) and once under (b), (c), or (d) in respect of any one site and in the case of an application for certificate of lawfulness only once.