



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 Basingstoke & Deane Borough council |
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| <p>Application accompanied by an EIA (Environmental Impact Assessment)</p> <p>Departure from the Development plan</p> <p>Proposal affecting a public right of way</p> | <p>The Town and Country Planning (Development Management) Procedure Order (England) 2015</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 (30 days if accompanied by EIA)</p> | <p>Press notice</p> <p>Website</p> <p>Site notice</p> <p>Neighbour notification</p> |
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| <p>Major development: (Development where the number of dwellings to be provided is 10 or more, where the number of dwellings is not known the development is to be carried out on a site of 0.5 hectares or more, more than 1000m² of floorspace or on a site larger than 1ha</p> | <p>The Town and Country Planning (Development Management) Procedure Order (England) 2015</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> |
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| Technical Details Consent | The Town and Country Planning (Development Management) Procedure Order (England) 2015 | LPA to advertise on website Site notice to be displayed for 21 days | Website Press notice if proposal affects the character or appearance of a Conservation Area or affects a Listed Building, or a right of way Site notice Neighbour notification |
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| Permission in Principle | The Town and Country Planning (Permission in Principle) (Amendment) Order Regulations 2017 | Website Site notice to be displayed for 14 days | Website Site notice and neighbour notification |
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| Minor development: (Development of 10 or less dwellings, less than 1000m² floorspace or on a site less than 0.5ha) Householder Development: Change of Use | The Town and Country Planning (Development Management) Procedure Order (England) 2015 | LPA to advertise on website Site notice to be displayed for 21 days or neighbour notification | Website Site notice Neighbour notification Press notice if proposal affects the character or appearance of a Conservation Area or affects a Listed Building |
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| Listed Building Consent or Relevant Demolition except those where proposals are for listed building consent to alter only the inside or to vary/discharge conditions on such a consent already granted in relation to a building listed Grade II | The Planning (Listed Buildings and Conservation Areas) Regulations 1990 | LPA to advertise in local press Site notice | Website Press notice Site notice Neighbour notification |
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| Consent to display advertisements | The Town and Country Planning (Control of Advertisements) Regulations 2007 | Nil | Website Site notice and/or Neighbour notification |
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| Works to Trees protected by a Tree Preservation Order | The Town and Country Planning (Trees) Regulations 2012 | Nil | Website Site notice and/or Neighbour notification |
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| Certificate of Lawful Development – Existing | The Town and Country Planning (Development Management) Procedure Order (England) 2015 | Nil | Website Site notice and/or Neighbour notification |
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| Certificate of Lawful Development - Proposed | The Town and Country Planning (Development Management) Procedure Order (England) 2015 | Nil | Website |
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Applications for Prior notification

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| Prior notification for householder larger rear extensions | The Town and Country Planning (General Permitted Development) Order (England) 2015 Part 1 | Neighbour notification to adjoining neighbours | Website Neighbour notification |
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| Prior notification for householder – additional storey extensions | The Town and Country Planning (General Permitted Development) Order (England) 2015 Part 1 | Neighbour notification to adjoining neighbours | Website Neighbour notification |
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| Agricultural determination as to whether prior approval is required | The Town and Country Planning (General Permitted Development) Order (England) 2015 Part 6 | Nil | Website |
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| Agricultural prior approval (where it has been determined that prior approval is required for the siting, design and external appearance) | The Town and Country Planning (General Permitted Development) Order (England) 2015 Part 6 | Applicant/Agent to display site notice for 21 days of the 28 day period from submission of the details | Website Site notice Neighbour notification |
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| Demolition determination as to whether prior approval of the LPA is required | The Town and Country Planning (General Permitted Development) Order (England) 2015 Part 11 | Applicant/Agent to display site notice for 21 days of the 28 day period from submission of the details | Website Site notice |
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| Prior approval to demolish (where it has been determined that prior approval of the LPA is required relating to the method of demolition and restoration of the site) | The Town and Country Planning (General Permitted Development) Order (England) 2015 Part 11 | Nil | Website Site notice and/or Neighbour notification |
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| 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 16 | Site notice to be displayed by LPA for 21 days or neighbour notification | Website Site notice Neighbour notification Press notice if proposal does not accord with the Development Plan or affects a right of way or the site area is over 1 hectare |
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| Permitted changes of use where prior approval is required under Procedure W | The Town and Country Planning (General Permitted Development) Order Part 3 – Procedure W | Site notice to be displayed by LPA for 21 days and notification of adjoining owner/occupiers | Website Site notice Neighbour notification |
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Publicity for Consultations from other Authorities

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| Out of Borough Consultations | | Nil | Website |
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| County Matters Applications | | | |
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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.

Publicity 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 sent to the agent/applicant along with a letter requesting them to display the notice on the site for the relevant time period, and to confirm by return email/letter 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 formally consulted on all applications within their own area.

Borough Councillor (Ward Member) Notification

All Councillors are formally consulted on all applications within their own area.

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 renotification 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.

January 2024