



**FEES  
FOR PLANNING SERVICES  
(EFFECTIVE FROM 1<sup>st</sup> APRIL 2011)**

Hart District Council now charges for some of its Planning Services. This is in addition to the fees for planning applications. Set out below is the charging schedule. For the fees for planning applications, please see separate fee sheet.

Type of Service	Fee
<p><b>1. Pre-Application advice</b></p> <p>Planning advice prior to the submission of a planning application to the Council.</p>	<p><b>Householder Developments:</b>, ie domestic extensions, conservatories, outbuildings, etc., For dealing with written enquiries £40.00 (inc. VAT)</p> <p>There will be an additional £40.00 charges for 30 minute appointments with Officers regarding pre-application enquiries.</p> <p>If a site visit is undertaken this will be charged with an additional £80.00 for a maximum of 30 minutes</p> <p><b>Other Developments:</b> For proposals of upto 50 dwellings (or over 3.750m<sup>2</sup> of floorspace) 25% of the fee for submitting a planning application (+VAT @ standard rate)</p> <p>For proposals over 50 dwellings (or over 3.750m<sup>2</sup> of floorspace) the fee will be subject to agreement between the parties based on the time spent. Current hourly rates are set out below.</p> <p><u>Notes:</u></p> <ul style="list-style-type: none"> <li>• There will be no reduction in fee where an application would be exempt from a planning application fee because a previous application has been withdrawn, refused or approved.</li> <li>• For proposals relating to upto 9 dwellings or 999m<sup>2</sup> of floorspace this will provide a written response and one meeting upto 2 hours in length.</li> <li>• For proposals between 10 and 50 dwellings (or between 1000m<sup>2</sup> and 3750m<sup>2</sup> of floorspace) this will provide a written response and upto two meetings totaling 4 hours in length.</li> <li>• Subsequent meetings will be charged at an hourly rate; current rates are set out below.</li> </ul> <p><i>All requests for pre-application advice will need to be submitted in writing with sufficient supporting information to enable Officers to assess the appropriate fee. The fee is payable before the Council provides advice either by letter or a face to face meeting.</i></p>

<p><b>2. Specialist Advice</b></p> <p>Advice from specialist officers in the Planning Services Department.</p> <p>This will be in addition to the fee charged for pre-application advice from a planning officer as set out above.</p>	<p>Pre-Application advice in respect of listed buildings, conservation areas or trees:</p> <p>£40.00 for householder development; for either a desk top exercise or a single meeting on site for upto 30 minutes relating to one proposal only.</p> <p>£40.00 for listed building repair advice; ie to confirm whether the work represents a repair or will need listed building consent; for either a desk top exercise or a single meeting on site for upto 30 minutes.</p> <p>£200 for listed buildings in commercial use; for example relating to extensions or internal rearrangements</p> <p>£200 for extensive conservation area advice; for example where a developer is seeking to undertake non-householder development in a conservation area</p> <p>£200 for extensive tree/arboricultural advice; for example where a non-householder development may affect protected trees</p> <p><u>Notes:</u></p> <ul style="list-style-type: none"> <li>• All requests need to be accompanied by a reasonable level of information i.e. sketch plans/elevations, digital images of existing features, tree surveys, etc</li> <li>• Digital images should show the full extent of the proposed repair, not just a detailed area.</li> <li>• Tree surveys should comply with BS 5837 Trees in relation to construction-Recommendations</li> <li>• All meetings will be limited to 30 minutes.</li> </ul>
<p><b>2. Compliance checks</b></p> <p>Confirmation that approved development has been built in accordance with approved plans.</p>	<p><b>£120 (inc. VAT)</b> for a visit by Council Officers to confirm compliance with an approved householder application when requested within 8 weeks of completion of the work. (Otherwise a standard confirmation fee of £200.00 will apply)</p>

<p><b>3. Permitted development enquiries</b></p> <p>Requests as to whether a proposal requires planning permission or is “permitted development”.</p> <p>The Council has produced general guidance on permitted development which is available separately.</p>	<p>The Council will require the submission of an application for a Certificate of Lawfulness of Proposed Development. The fee for this is <b>50%</b> of the planning application fee. <b>(The fee for Lawful Development Certificate for a Householder Application is £75.00).</b></p> <p><b>NOTE:</b> A certificate of lawfulness may be useful when selling your property.</p> <p>However if you require an informal response there will be a fee as detailed below:</p> <p>Householder Proposals: £30.00 (inc. VAT) Non-Householder Proposals: £100.00 (inc. VAT)</p>									
<p><b>4. Research of planning history</b></p> <p>To check for conditions on a planning approval which may affect permitted development rights</p>	<p><b>£45.00 (inc. VAT)</b></p> <p><i>Copies of decision notices are charged extra.</i></p>									
<p><b>Current Hourly rates for Planning Service Staff.</b></p> <p>Please note the choice of who is the appropriate officer to deal with a particular case will be at the discretion of Hart District Council</p>	<table border="1"> <tr> <td>Service Heads:</td> <td>£200.00</td> </tr> <tr> <td>Development Control Manager:</td> <td>£150.00</td> </tr> <tr> <td>Principal Planning Officer / Landscape and Conservation Manager:</td> <td>£120.00</td> </tr> <tr> <td>All Other Officers:</td> <td>£100.00</td> </tr> </table>	Service Heads:	£200.00	Development Control Manager:	£150.00	Principal Planning Officer / Landscape and Conservation Manager:	£120.00	All Other Officers:	£100.00	
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### Definitions

#### Domestic proposals

Enlargement, improvement or alteration of dwellings for domestic purposes.  
Operations within the residential curtilage for domestic purposes

Cheques or postal orders must be made payable to **“HART DISTRICT COUNCIL”**. Cash must be brought into Reception and a receipt obtained.

**Fees can also be paid electronically – please ring 01252 774419, or as part of the application process for those applications submitted via the [Planning Portal](#).**

For security reasons please never send cash by post.

HART DISTRICT COUNCIL, PLANNING SERVICES, CIVIC OFFICES, HARLINGTON WAY, FLEET, HAMPSHIRE, GU51 4AE  
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