

## **NOTICE TO THE APPLICANTS**

### **CHECK ACCEPTANCE POLICY CHANGE FOR MOST PLANNING APPLICATIONS**

**Effective Wednesday, February 1, 2006**, the Hanover County Planning Department will no longer be able to accept checks at the time of application submittal for most applications\*. The application will be filed by the applicant without the fee. The staff will review the application for completeness just as it currently does, and at such time that the submittal has been accepted by the County, the applicant shall be notified and advised of the fee(s) due and the date by which the fees must be paid. Additionally, application deadline schedules available online will reflect the fee deadline associated with the application deadline. Revised applications reflecting the new policy will be available online and in the Planning Office by mid-January 2006. Should you have any questions or require additional information, the Planning staff is available to address any concerns and/inquiries at (804) 365-6171.

\* This policy does not apply to resubmittals of applications.