



Sir Charles Frossard House  
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St. Peter Port Guernsey  
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## APPLICATION FOR PLANNING PERMISSION

### THE LAND PLANNING AND DEVELOPMENT (GUERNSEY) LAW, 2005 – AS AMENDED

Please complete in black ink using block capitals (2 copies of form and 4 copies of plans, etc to be submitted)  
Professional agents to submit 2 copies of the application form (1 electronic) and 4 copies of plans, etc (1 electronic).

For all applications, complete pages 1 & 2 of the form.

For all non-householder applications, please also complete pages 3 & 4 of the form.

APPLICANT'S DETAILS		AGENT'S DETAILS	
<b>A</b>	Name:	Name:	
	Address:	Address:	
	Postcode:	Postcode:	
	Tel:	Tel:	
	Email:	Email:	
		Ref:	

APPLICATION SITE	
<b>B</b>	Address:
	Postcode:                      Cadastre ref (if known):
Site Area in either vergées/acres/hectares/square metres:	

PROPOSED DEVELOPMENT	
<b>C</b>	Is this application for:    Planning Permission <input type="checkbox"/> Outline Permission <input type="checkbox"/> Reserved Matters <input type="checkbox"/>
	Description of the proposal, including any change of use:
	Has the proposal been the the subject of pre-application discussion with the Authority?    Yes <input type="checkbox"/> No <input type="checkbox"/>
	If yes, reference :        /        /        . Case officer's name:
	Does the proposal require an Environmental Impact Assessment?    Yes <input type="checkbox"/> No <input type="checkbox"/>
Has the development already commenced?    Yes <input type="checkbox"/> No <input type="checkbox"/>	

FEES				
<b>D</b>	<b>CATEGORY</b>	<b>NUMBER OF</b>	<b>FEE PER ITEM</b>	<b>TOTAL(£)</b>
	Total Floor area of new building or extension (if roofspace, divide that floor area by 50%):			Sqm
BACS Reference:		Fee enclosed:    Yes <input type="checkbox"/> No <input type="checkbox"/>		


E TREES AND HEDGES <input type="checkbox"/>	
Does the proposal involve the removal of trees or hedges?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If Yes , please confirm that <u>all</u> trees/hedges to be removed AND <u>all</u> trees/hedges to remain have been indicated on the block plan:	<input type="checkbox"/>
Are any trees directly affected by or close to the proposed development subject to a Tree Protection Order (TPO)?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Reference Number of TPO:	
If Yes, please confirm that the submitted plans identify <u>all</u> protected trees affected by or close to the proposed development and <u>all</u> works to trees and roots.	<input type="checkbox"/>

F PROTECTED BUILDINGS/MONUMENTS <input type="checkbox"/>	
Does the proposal involve works to a Protected Building/Monument?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please confirm that the submitted plans show full details of <u>all</u> proposed internal and external alterations/works and a statement to demonstrate that the special interest of the building has been considered at the outset.	<input type="checkbox"/>

G DEMOLITION <input type="checkbox"/>	
Are any buildings/structures (including walls) to be demolished?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please confirm that the submitted plans clearly indicate <u>all</u> buildings/ structures to be demolished.	<input type="checkbox"/>

H PEDESTRIAN AND VEHICULAR ACCESS & PARKING <input type="checkbox"/>	
Does the proposal involve alteration to or creation of a new vehicle access/ pedestrian access/car parking ? (delete as appropriate):	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please confirm that the submitted plans clearly indicate <u>all</u> alterations to or creation of new access/car parking.	<input type="checkbox"/>

I MATERIALS <input type="checkbox"/>	
Please confirm that <u>all</u> external materials (existing & proposed) including boundary treatments and hard surfaced areas are shown on the submitted plans.	<input type="checkbox"/>
Please confirm that a statement has been included to address the Sustainable Development matters and the Waste Management issues set out in Policy GP9 of the IDP, as appropriate.	<input type="checkbox"/>

J STATEMENT <input type="checkbox"/>	
I am the owner of the site	<input type="checkbox"/>
I have the written consent of the owner(s) of any part of the land to make this application	<input type="checkbox"/>
I have made all reasonable enquiries to identify the owner and obtain consent (Please provide evidence)	<input type="checkbox"/>
I/we hereby apply for planning permission, as described in this form and the accompanying plans/ drawings, in accordance with the relevant legislation. I/we declare that to the best of my/our knowledge, all the particulars in this application are correct. I/we agree that any information given in this application may be disclosed to relevant Committees of the States of Guernsey, made accessible to the public, published in the local media and on the States of Guernsey website.	
SIGNATURE: 	NAME (Print):
Date:	Company Name (if applicable)

**RESIDENTIAL DEVELOPMENT**

**K**

	Existing Units	Proposed Units
• Dwelling houses		
• Flats		
• Sheltered Housing		
• Specialised Housing		
• Other Housing		
	Existing No of people	Proposed No of people
• Multiple occupation		

**L**

**AFFORDABLE HOUSING**

Does Development Plan Policy GP11 (Affordable Housing) apply?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please confirm details of provision (land or units) are included	<input type="checkbox"/>
If unable to comply, please confirm reasons and viability assessment included	<input type="checkbox"/>

**OTHER DEVELOPMENT**

**M**

GIFA = Gross Internal Floor Area	Existing GIFA m2	Proposed GIFA m2
• Retail convenience		
• Retail other		
• Food/drink		
• Offices		
• Industry/Storage & Distribution		
• Sport/Recreation/Leisure		
• Education/Community/Health		
• Agriculture/Horticulture		
• Infrastructure/Harbour/Airport		
	Existing bed spaces	Proposed bed spaces
• Visitor Accommodation – Serviced		
• Visitor Accommodation – Non-serviced		
• Staff accommodation		
	Existing GIFA m2	Proposed GIFA m2
• Other Use (please specify)		

**PARKING PROVISION**

**N**

	Existing spaces	Proposed spaces
• Car		
• (of which disabled)		
• Motorcycle		
• Bicycle		

**CHECKLIST** (Please tick boxes ) or indicate n/a

**O**

**ALL PLANNING APPLICATIONS MUST INCLUDE THE FOLLOWING INFORMATION;  
Please see the guidance notes, PN2 Making a Planning Application, for more details**

Application Forms x2	<input type="checkbox"/>
Site Location Plan x 4	<input type="checkbox"/>
Block Layout Plan x 4	<input type="checkbox"/>
Drawings x 4	<input type="checkbox"/>
Fee - See Fees for Planning Applications	<input type="checkbox"/>

**A NUMBER OF OTHER ITEMS MAY BE REQUIRED, DEPENDING ON THE PROPOSAL;**

**Sustainable Checklist** – a proportional response to IDP policy GP9  
A brief written statement addressing the policy text should be submitted.  
As a minimum for small extensions to dwelling houses this should confirm that the design, including insulation, drainage, water efficiency, materials, waste storage and disposal and the conservation of fuel and power, also meets the current Building Regulations.

**Waste Management Plan** – for more significant applications, including demolition.  
Guidance is being drawn up on how to meet the requirements of IDP Policy GP9.

**Construction and Environmental Management Plan (CEMP)** for larger developments where construction work has the potential to cause disturbance to neighbouring properties during the construction period.

**Dower Units** – details of relationship between dower and principal dwelling.  
See Planning Advice Note No1 – Dower Units.

**Traffic Impact Assessment (TIA)** – See the Supplementary Planning Guidance on Parking Standards and Traffic Impact Assessment, section 9 for more guidance.

**Affordable Housing viability** – where affordable housing requirements of policy GP11 are not to be complied with, an explanation must be provided. See the Supplementary Planning Guidance on Affordable Housing, section 10 for more details.

**Visitor viability** – where change of use of visitor accommodation is proposed  
See Supplementary Planning Guidance on Change of Use of Visitor Accommodation to Non-Visitor Accommodation Use, for more guidance.

**Telecommunications Certificate** – A radiation certificate should accompany any applications for mobile phone masts.

**Statement of Significance** – For work to Protected Buildings.

**Survey Plans** – Required for work to Protected Buildings and conversions.

**Agriculture Priority Areas** – Report on suitability of land for farming purposes.

**Please submit 2 copies of this completed form, together with the required sets of plans and other supporting information to: The Office of the Development & Planning Authority, Sir Charles Frossard House, La Charroterie, St. Peter Port, Guernsey, GY1 1 FH.**

**When processing your personal data the Development & Planning Authority complies with the Data Protection (Bailiwick of Guernsey), Law 2017. If you would like to see further information about how we process your personal data, please visit [www.gov.gg/dp](http://www.gov.gg/dp)**