

LAND PLANNING AND DEVELOPMENT CONTROL ORDINANCE, 2013

LAND PLANNING AND DEVELOPMENT CONTROL (FORMS AND FEES) REGULATIONS, 2013

(Section 70)

Citation and commencement

1. These Regulations may be cited as the Land Planning and Development Control (Forms and Fees) Regulations, 2013, and come into force on 1st February 2014.

Forms of applications and notices

2. The following applications and notices under the Ordinance must be in the form set out in Schedule 1:

- (a) Application for development permission (*Form A*);
- (b) Application for screening and/or scoping opinion (*Form B*);
- (c) Application for minor variation of development permission (*Form C*);

- (d) Notice by prospective purchaser unaware of unauthorised development on land (*Form D*);
- (e) Claim for compensation (*Form E*);

Fees

3. The fees set out in Schedule 2 are payable in respect of the matters set out in that Schedule.

SCHEDULE 1
(Regulation 2)

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LAND PLANNING AND DEVELOPMENT CONTROL ORDINANCE 2013

FORM A

APPLICATION FOR DEVELOPMENT PERMISSION

*Please complete using block capitals and black ink. **Two** copies are required together with **three** copies of all plans and drawings.*

Please read the accompanying guidance notes to avoid incorrect completion of the form which will delay your application.

1.

APPLICANT

Name

Address

Telephone

Email Address

AGENT

Name

Address

Telephone

Email Address

2. Address of the site to which the application relates: Please state:

Land Registration Details

Section:

Block No:

If yes, please attach the details.

d) Is the soakaway area on land within your control? YES/NO

If no, please attach a statement of agreement from the owner.

9. What are the proposed arrangements for dealing with rainwater and surface water from the proposed development?

10. Is there an existing drinking water supply? YES/NO

If no, state the proposed arrangement.

11. Have you consulted your neighbours or the local community about the proposal?
YES/NO

12. Have you consulted any SHG Department or other relevant organisations about the proposal? YES/NO

13. If this application is for a new building or extension please state the materials and finish to be used:

a) External Walls

b) Roof Coverings

14. Please confirm the plans submitted with this application. As a minimum they must include three copies of the following with the scale and north-point marked on them:

Please tick

-Location plan or satellite image at scale 1:5000 or larger. Showing accurately all surrounding development and roads with the application site edged in red.

-List and description (if any) of electronic transmission equipment to be installed and operated as part of the development, including output power and operating frequencies.

-Development plans to provide description of all site and external lighting (this should be downward facing only).

And unless this application is for outline development permission only:

-Site plan at scale 1:250 or larger with the site boundaries, drainage layout (including any septic tank and soakaways, or the point of connection to the communal system, inspection chambers and vent pipes), vehicle access, parking and turning area, retaining walls and boundary treatments, with the application site edged in red.

-If the proposed development will involve excavating or building up ground levels, site section drawings at scale 1:250 or larger showing existing and proposed slopes and measures to retain them and for their drainage.

And if the proposed developments includes building works:

-Building plans at scale 1:100 or larger showing floor plans of each storey, all elevations and sections, providing finalised ground and roof levels, clearly showing maximum height above site ground level.

15. a) I hereby apply for Development Permission as described in this application and accompanying plans and drawings in both hardcopy and electronic formats.

b) I enclose (Development Application fee):

SHG Receipt Number
In the sum of £

Cheque Number

Signed Applicant

Agent

On behalf of
(Insert applicant's name if signed by an agent)

Date of Application

FORM B

LAND PLANNING AND DEVELOPMENT CONTROL ORDINANCE, 2013

APPLICATION FOR SCREENING AND/OR SCOPING OPINION
(Section 20)

1. SCREENING OPINION/
 SCOPING OPINION
 (tick appropriate box)

| | | |
|----|--------------|-----------|
| 2. | APPLICANT(S) | AGENT |
| | Name | Name |
| | Address | Address |
| | Telephone | Telephone |

3. DESCRIPTION OF LAND TO BE DEVELOPED (And provide a plan sufficient to identify accurately the whole pf the land to be developed.)

4. State Applicant’s interest in the site: (tick appropriate box)
Owner Lessee Prospective Purchaser

5. DESCRIPTION OF NATURE AND PURPOSE OF THE PROPOSED DEVELOPMENT AND OF ITS POSSIBLE EFFECTS ON THE ENVIRONMENT (Continue on separate sheets as necessary)

Signed _____

Dated this _____ day of _____ 20__.

FORM C

LAND PLANNING AND DEVELOPMENT CONTROL ORDINANCE, 2013

APPLICATION FOR MINOR VARIATION OF DEVELOPMENT PERMISSION
(Section 29)

| | | |
|----|--------------|-----------|
| 1. | APPLICANT(S) | AGENT |
| | Name | Name |
| | Address | Address |
| | Telephone | Telephone |

2. APPLICATION NO. FOR DEVELOPMENT PERMISSION:

3. DESCRIPTION OF LAND:

4. State Applicant’s interest in the site:
Owner/Lessee

5. DESCRIPTION OF PROPOSED VARIATION OF PERMISSION:

FORM D

LAND PLANNING AND DEVELOPMENT CONTROL ORDINANCE, 2013

NOTICE BY PROSPECTIVE PURCHASER UNAWARE OF UNAUTHORISED DEVELOPMENT
(Section 37)

- 1. PROSPECTIVE PURCHASER(S):
- 2. CONTACT DETAILS:
Address:

Telephone:
- 3. DETAILS OF LAND TO BE PURCHASED:

TO THE PLANNING OFFICER:

TAKE NOTICE THAT I/we intend to purchase the land described above and that I am unaware of any development that has been carried out on such land without development permission.

Should you not notify my/us within two months of any development which has been carried out on the land without permission, all development thereon at the time of receipt by you of this notice is under the Ordinance, for purposes of any enforcement notice issued thereafter, deemed to have been permitted by the Board.

Signed _____

Dated this _____ day of _____ 20__.

FORM E

LAND PLANNING AND DEVELOPMENT CONTROL ORDINANCE, 2013

CLAIM FOR COMPENSATION

(Section 49)

APPLICANT:
CONTACT DETAILS:
Address:

Telephone:

DETAILS OF CLAIM FOR COMPENSATION:

Signed _____

Dated this _____ day of _____ 20__.

SCHEDULE 2

(Regulation 3)

FEES

1. Subject to paragraphs 2, 3, 4 and 5, the fees payable under these Regulations are as follow:

1 Outline development application

Site area to which application relates:

| | |
|---|-----------|
| Up to 0.1 ha (¼ acre) | £45.00 |
| exceeding 0.1 up to 0.5 ha (1¼ acres) | £90.00 |
| exceeding 0.5 up to 2.5 ha (6¼ acres) | £150.00 |
| exceeding 2.5 up to 10.0 ha (24½ acres) | £350.00 |
| exceeding 10 ha (24½ acres) | £1,000.00 |

2. Full development application

(excluding fees for building regulations)

(a) New dwellings:

Floor area created:

| | |
|---|--------|
| up to 90m ² | £45.00 |
| exceeding 90m ² up to 120m ² | £45.00 |
| exceeding 120m ² up to 200m ² | £45.00 |
| exceeding 200m ² | £90.00 |

(b) Domestic extensions, domestic alterations and ancillary domestic buildings:

New floor space created:

| | |
|---|--------|
| up to 12m ² | £35.00 |
| exceeding 12m ² up to 30m ² | £35.00 |
| exceeding 30m ² up to 90m ² | £45.00 |
| exceeding 90m ² | £45.00 |

(c) Non-domestic development:

New floor space created:

| | |
|---|---------|
| up to 90m ² | £45.00 |
| exceeding 90m ² up to 120m ² | £90.00 |
| exceeding 120m ² up to 250m ² | £125.00 |

| | |
|---|---------|
| exceeding 250m ² up to 500m ² | £125.00 |
| exceeding 500m ² | £250.00 |

3. Building regulations application (whether submitted as part of a full development application or for building regulations approval alone):

(a) New dwellings:

New floor area created:

| | |
|---|---|
| up to 90m ² | £105.00 |
| exceeding 90m ² up to 120m ² | £155.00 |
| exceeding 120m ² up to 200m ² | £250.00 |
| exceeding 200m ² | £205.00 plus £45.00 for every 45m ² over 200m ² |

(b) Domestic extensions, domestic alterations and ancillary domestic buildings:

New floor space created:

| | |
|---|---------|
| up to 12m ² | £65.00 |
| exceeding 12m ² up to 30m ² | £100.00 |
| exceeding 30m ² up to 90m ² | £135.00 |
| exceeding 90m ² | £180.00 |

(c) Non-domestic development:

New floor space created:

| | |
|---|--|
| up to 90m ² | £105.00 |
| exceeding 90m ² up to 120m ² | £155.00 |
| exceeding 120m ² up to 250m ² | £250.00 |
| exceeding 250m ² up to 500m ² | £500.00 |
| exceeding 500m ² | £500.00 plus £50.00 for every 100m ² over 500m ² |

4. Change of Use

Development application and building regulations

Same as fees in Items 2 and 3 (all categories) based on proposed use and resultant floor area

5. Environmental Impact Assessment

| | |
|-----------------------------------|----|
| Application for Screening Opinion | £0 |
|-----------------------------------|----|

| | |
|---|---|
| Application for Scoping Opinion | £150.00 |
| 6. Appeals | |
| Lodging of Notice of Appeal: | |
| Development up to 120m ² floor area (full applications) or 0.1 ha (¼ acre) (outline development applications) | £150 (refundable if Appeals Tribunal allows the appeal) |
| Development over 120m ² floor area (full applications) or 0.1 ha (¼ acre) (outline development applications) | Twice the fee payable under item 1 or 2 but limited to £1,000 (non-refundable) |
| 2. If the development application includes more than one dwelling of identical design, the building regulations fee payable under item 3 of the table in paragraph 1 in respect of the second identical dwelling is reduced by one-third and on the third and subsequent identical dwellings by one half. | |
| 3. If an application is submitted for approval of details after outline development permission has been granted and such application is in accordance with the requirements of such outline development permission, the applicable development permission fees payable under item 2 of the table in paragraph 1 are reduced by one-third. | |
| 4. The fees in the table in paragraph 1 are reduced by 50 per cent in the case of an application for development by— | |
| (a) a charitable organisation registered under the Charities Ordinance, 2005, for any charitable purpose carried on by such organisation as referred to in such Ordinance; or | |
| (b) a community association registered under the Community Centres Ordinance, 1988 for purposes of providing any community facilities. | |
| 5. No fees are payable in respect of development undertaken solely to facilitate easier access by disabled persons to any buildings or land, or to the use of such buildings or land. | |
| 6. Any fee paid by a person under Item 6 in respect of the lodging of a Notice of Appeal, must be refunded to the person if the appeal is upheld or the original decision against which the appeal was noted is varied on appeal. | |