

FEES FOR PLANNING APPLICATIONS

The Land Planning and Development (Fees) (Amendment)
Regulations, 2024



Development &
Planning Authority

Revised fees for planning applications, valid from 5th February 2024

EXPLANATION AND GUIDANCE TO ASSIST IN THE USE OF THE FEES TABLE

Category 1 relates to applications for outline permission, which do not attract any other fee. The fee payable is calculated on the basis of the application site area. The application site should be shown with a red edge on the submitted plan and the area of the site should be specified by the applicant/agent (in hectares, or in verges or acres) on the application form.

An application for the approval of Reserved Matters following an Outline Planning permission attracts the same fee as an application for full planning permission for the development to which that Reserved Matters application relates. This applies to each Reserved Matters application where more than one such application is submitted following an Outline permission.

Category 2 relates to applications to erect a new dwelling or to change the use of a building to form a new dwelling. The fee is £730.00 for each dwelling-house erected or formed and £450.00 for each flat erected or formed, these fees being multiplied in each case by the number of flats or dwelling-houses proposed to be erected or formed. This category includes subdivisions to form additional dwellings and applications for replacement dwellings. In the latter case the fee is payable for each replacement dwelling. Please note additional fees may be required in relation to conversions, if additional floor space or other works not considered as associated works are proposed.

Category 3 covers domestic development of or within the curtilage of a dwelling-house or flat. **It does not include a change of use** or change in the number of dwellings within a building, or development outside the curtilage of either a dwelling or a building containing flats. Some types of residential properties such as houses in multiple occupation are not regarded as dwelling-houses or flats and applications for development associated with these do not fall within Category 3 (see Category 4).

Category 3A relates to the erection of (a) a new building or (b) an extension to a dwelling-house or flat or other building. In either case, the proposed development must be within the curtilage of a dwelling-house or flat. The fee is calculated on the basis of the floor area created. 'Floor area' is defined as 'the gross combination of the area of all new floors created or formed by the development, measured internally (from the eaves in the case of additional floor area in a roofspace), including any floor area covered by internal walls or partitions'.

Where an application relates to more than one extension to the same building or structure the fee is calculated by aggregating the floor area of all extensions created or formed by the development.

The erection of a building in this context includes a car port, and 'extension to a dwelling-house' includes the creation of a balcony, raised terrace/decking, basement or cellar area, or an extension thereto, an extension to an existing carport, and the creation of a pitched roof, or an extension thereto, containing new or additional accommodation. A fixed canopy or overhang to a building would also be included for the purpose of calculating floor area.

To calculate the fee for creation of a pitched roof, or an extension thereto, containing new or additional accommodation, the overall floor space is measured and divided by 50%, in recognition of the lesser usable floor area within such an extension.

Dormers will be considered under category 3A where they create more than 5 square metres of new floor area.

Categories 3B – 3F relate to specified forms of development within the curtilage of a dwelling-house or flat. This includes renewable energy apparatus, traffic mirrors, satellite dish antennas, small garden sheds or timber fences and the placing of a caravan, motorhome or campervan within the curtilage of a dwelling-house or flat. Where such proposals form part of an application for which a fee under Category 3A or 3G is already required, no additional fee for the works falling within Categories 3B – 3F is charged.

Category 3G relates to any other development within the curtilage of a dwelling-house or flat that does not increase floor area (e.g. fenestration, including rooflights) and is not specified in Categories 3B – 3F. This covers a wide range of householder development where the works are not exempt development under the Land Planning and Development (Exemptions) Ordinance. A fee of £160.00 is payable for any application made under Category 3G, irrespective of the number of individual items of development included in that application. However, where an application under Category 3G also includes development falling under Category 3A, the fees payable under Category 3A and 3G should be added together to give the total fee due.

Category 4 relates to non-domestic development in relation to or within the curtilage of a building. This category includes, for example, works to properties such as houses in multiple occupation, lodging houses, hotels, self-catering units, shops, and industrial and commercial sites. Buildings such as stables located outside the curtilage of a dwelling would also fall within this category.

Category 4A relates to the erection of a non-domestic building or an extension to such a building within its curtilage, with the fee calculated on the basis of the floor area created in a similar way to Category 3A. The erection or extension of a non-domestic building in this context would include covered or raised structures such as a covered loading bay, football stand, balcony or raised terrace area. A fixed canopy or overhang to a building (other than a shopfront awning – see Category 4G) would also be included for the purpose of calculating floor area.

In the case of the creation of a pitched roof, or an extension thereto, containing new or additional accommodation, a multiplier of 50% is applied to the additional area created in the roofspace, measured to the eaves.

Categories 4B – 4E relate to specified forms of non-domestic development within the curtilage of a building. This includes renewable energy apparatus, traffic mirrors, satellite dish antennas and the placing of a caravan, motorhome or campervan within the curtilage of a non-domestic building. Where such proposals form part of an application for which a fee under Category 4A or 4H is already required, no additional fee for the works falling within Categories 4B – 4E is charged.

Categories 4F and 4G relate to works to a shopfront. Advertisements (except on any projecting awning falling within category 4G) are however charged under Category 6A.

Category 4H relates to the carrying out of any other non-domestic development in relation to a building or within the curtilage of a building.

Category 5 relates to specified non-domestic development in relation to provision of public utility services (water, gas, electricity, telecommunications or sewerage disposal) and street furniture and development in relation to mobile telephone masts and antennas.

Categories 5A and 5B relate to installation of street furniture and specified minor development in relation to provision of a public utility service. ‘Street furniture’ includes lamp standards and street lighting, public seating, cycle racks, signposts, signs, refuse bins, bollards, rails, fences and barriers for safeguarding people using the public highway. ‘Minor equipment’ includes overhead lines, cables, surface wiring, street cabinets, block terminals and dish aerials to be used for the purpose of providing telecommunications services or supplying electricity, and roadside distribution pillars, high voltage switchgear and transformers and poles to be used for the purpose of supplying electricity, but this does not include the erection of a building. This category would therefore include an electricity distribution pillar but not an enclosed sub-station which would be a building falling within Category 4A.

Categories 5C and 5D cover development in relation to mobile telephone masts and antennas or other telecommunications apparatus which has a similar function.

Category 6 relates to advertisements and signs. A double-sided sign would be considered as two signs.

Category 7 relates to development in relation to agriculture (including horticulture) in the course of a trade or business or minerals and waste operations.

Where an application under Category 7 relates to more than one extension to the same or multiple buildings or structures the fee is calculated by combining the floor area of all extensions created or formed by the development.

Category 8 relates to operations in relation to protected trees. 'Protected tree' means any tree, group or area of trees or woodlands in relation to which a Tree Protection Order has been made.

Category 8A relates to non-domestic development in relation to the generation of renewable energy on land in the open air not associated with a building to which the land forms the curtilage of, or on redundant glasshouse sites.

Category 8AA is based on the size of the land on which the equipment will be sited.

Category 8AB is for the erection or extension of any buildings necessary to support the installation, operation or decommissioning of plant or equipment designed to generate renewable energy. The fee is calculated on the floor area of the building. Should multiple buildings or extensions be required the fee is calculated by combining the floor area of all the buildings or extensions.

Category 9 relates to development, other than a change of use of land, not falling within any other category. This includes some development which falls outside the curtilage of a building and is therefore not covered under Category 3 or Category 4. The placing of a caravan, motorhome or campervan on land outside the curtilage of a building would fall within this category (see Categories 3F and 4E for placing of a caravan, motorhome or campervan on land within the curtilage of either a domestic or non-domestic building). The fee payable under Category 9 is determined by the area of the site concerned.

Category 10 relates to material change of use other than to use as a dwelling and also includes the change of use of land to be incorporated into curtilage associated with a building (e.g. for change of use of agricultural land to garden). Most common changes of use are likely to fall within Category 10A. Categories 10B and 10C relate specifically to change of use for minerals and waste operations respectively, calculated on the basis of the site area.

General Notes and information on Exemptions and Adjustments are on the following pages.

GENERAL NOTES

Retrospective applications

Where the application is retrospective (i.e. the development has been carried out without planning permission or is in breach of any previous permission, including any condition of approval), the fee payable is double that ordinarily charged.

Proposed development within more than one category or sub-category

Where an application includes development falling within more than one category or sub-category of the fees table then the total fee payable is normally calculated by adding the fees for each relevant category or sub-category together.

There are however two exceptions to this rule. These are as follows:

1. Categories 3B – 3F relate to certain specified forms of domestic development within the curtilage of a dwelling-house or flat. This includes renewable energy apparatus, traffic mirrors, satellite dish antennas, shall garden sheds or timber fences and the placing on land of a caravan, motorhome or campervan. Where such proposals form part of an application for which a fee under Category 3A or 3G is required, no additional fee for the works falling within Categories 3B – 3F is charged.

2. Categories 4B – 4E relate to certain specified forms of non-domestic development in relation to or within the curtilage of a building. This includes renewable energy apparatus, traffic mirrors, satellite dish antennas and the placing on land of a caravan, motorhome or campervan. Where such proposals form part of an application for which a fee under Category 4A or 4H is required, no additional fee for the works falling within Categories 4B – 4E is charged.

Associated works

No additional fee is charged under Category 2, 3, 4 and 5C for any 'associated works' related to the principal development proposed. 'Associated works' means any works which can reasonably be regarded as necessary in order to carry out the main development proposed. For example, creating a new window to replace one lost as a result of an extension would be associated works to the extension. Conversely, the erection of a detached garage would not be considered as associated works to the erection of a dwelling.

EXEMPTIONS

There are exemptions from the need to pay a fee in particular specified circumstances in relation to:

Persons with a disability - safety, health or comfort

Applications to provide a means of access for or other facilities designed to secure the greater safety, health or comfort of a person with a disability. This exemption does not extend to works proposed other than for these purposes, even if part of the same application. The definition of a disability in this context is: A physical or mental impairment which has a significant adverse effect on the person's ability to carry out normal day-to-day activities. Supporting information may be requested but, if so, will be treated in confidence.

States' development

Applications for planning permission or approval of reserved matters for development to be carried out for or on behalf of the States and solely or substantially in the public interest, or for or on behalf of another person who is acting in partnership with the States for the purposes of a programme, policy or other initiative which has been approved by the States.

Revised submission within 6 months of a refusal or withdrawal

A revised application, submitted within six months of the refusal of a previous application, or its withdrawal by agreement with the Authority, which is revised primarily to overcome the reasons for the previous refusal or express concerns of the Authority and where the site and nature of the development are substantially the same as before and other material circumstances have not significantly changed since the refusal or withdrawal. This provision allows only for one submission free of charge.

Applications to remove or vary conditions

An application to remove or vary a condition of a previous planning permission will not normally attract a further fee. However, where approval of such an application would result in a significant change to the permitted development, a fresh application for that development may be required, including the appropriate fee.

Removal of 'Exemption' rights by Condition

There is no fee charged where an application is needed only because there is a condition of a previous permission removing the right to carry out 'exempt development' provided for under the Land Planning & Development (Exemptions) Ordinance.

Please note there are no exemptions to fees for applications submitted by or on behalf of charities, unless the proposed works fall under one or more of the above specified circumstances.

ADJUSTMENTS

Adjustment of the fee payable may be made in relation to:

Variations to works previously approved

Where an application for a revision to works previously approved is made during the period of validity of the previous permission to which the variation relates but the development previously approved has either not been commenced or completed, the fee payable is that for the revision only. The site and nature of the development must be substantially the same as before and other material circumstances must not have changed significantly since the previous approval. The period of validity of permission for variations will normally be limited to that of the original permission for the works.

Protected Monuments and Protected Buildings

Where the application is required only because of the Protected status of a building or monument (for example, for internal works not involving a material change of use), then no fee would be charged. A fee would, however, be charged where permission would ordinarily be required for the development concerned, or for part of that development, and would be calculated in respect of the whole or part of the proposed development for which permission would ordinarily be required.

Checklist

In order to enable us to respond promptly to any application, it is important that the applications received are both complete and correct in every detail. As such, when submitting your application we ask that you pay particular attention to ensure that you:

- Read all the relevant notes on the application form. This will help you to complete all the relevant sections of the application form correctly. The notes will also help to ensure that you are submitting the correct type of application, with the appropriate type and number of plans.
- Read the fee schedule carefully to find all the notes which are relevant to your application. There is also a section on the application form to complete which shows how you calculated the fee.
- Enclose your cheque made payable to The States of Guernsey. Sign and date all application forms, cheques and other documents.
- For Agents submitting using the E-Docs dual submission route please email a copy of all submission plans and documents to planning@gov.gg in line with the emailing procedures.

Applications which are incorrect or incomplete will be returned in the post to the applicant or agent. This will inevitably cause delay and should be avoided wherever possible. If you need any help in submitting your application, please do not hesitate to contact us on 01481 226200.

A duty planning officer is normally available to provide general guidance between 9am - 4pm Monday to Friday. Please Telephone 01481 226200 or email us at planning@gov.gg .

The Duty Planning Officer is able to provide general guidance only and cannot provide site specific advice, which can be obtained by completing the Pre-application enquiry form and submitting your request in writing.

Contact us:

Tel: 01481 226200

Email: planning@gov.gg

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Development and Planning Authority

Fees for Planning Applications, as from 5th February 2024

INTRODUCTION

This information sheet has been issued by the Development & Planning Authority primarily to help applicants for planning permission and their agents to determine the correct fee to accompany their planning application. It sets out our understanding of the main planning fees provisions.

It is not intended to be exhaustive or a substitute for the full text of the legislation. The full fees provisions are set out in the Land Planning and Development (Fees and Commencement) Ordinance, 2008 as amended in particular by the Land Planning and Development (Fees) (Amendment) Regulations, 2024. You are recommended to seek advice from an independent professional advisor where appropriate.

Table of fees for planning applications, as from 5th February 2024

Category	Development to which application relates or type of application	Fee £
1	An application for outline permission	
A	in respect of a site of 0.62 verges (¼ of an acre or 0.1 of a hectare) in area or less	955
B	in respect of a site exceeding 0.62 verges in area, for each 0.62 verges (¼ acre or 0.1 of a hectare) and for any additional part remaining of less than 0.62 verges	955

2	The erection of a dwelling or the material change of use of a building to form a dwelling (including in each case any associated works).	
A	for each flat erected or formed	450
B	for each dwelling-house erected or formed	730

3	Domestic development not falling within category 6, 7, 8 or 10.	
A	for the erection of - (a) a building, or (b) an extension to a dwelling-house or other building, within the curtilage of a dwelling-house or flat, and including any associated works	
i	of less than 20 square metres in floor area	160
ii	of 20 square metres or more but less than 50 square metres in floor area	260

Category	Development to which application relates or type of application		Fee £
3 A Cont'd			
iii	of 50 square metres or more but less than 100 square metres in floor area		430
iv	of 100 square metres or more but less than 250 square metres in floor area		730
v	of 250 square metres or more in floor area	730 for the first 250 square metres, and 235 for each additional 50 square metres and for any additional part remaining of less than 50 square metres, up to a maximum of £2,855 per application	
B	for the installation of equipment designed to generate renewable energy and not carried out as associated works falling within any other category of this Table, for any number of such equipment		75
C	for the installation of a traffic mirror including any means of fixing, not carried out as associated works falling within any other category of this Table, for any number of such mirrors		95
D	for the installation of a satellite dish antenna, not carried out as associated works falling within any other category of this Table, for any number of such antennas		95
E	for the erection on land of – (a) a shed of less than 10 square metres in floor area, or (b) a timber fence, or (c) the removal of a hedge not carried out as associated works falling within any other category of this Table		95
F	for the placing on land of a caravan, motor home, campervan or other motorised vehicle made for human habitation, for any number of the same		95
G	for any other domestic development in relation to, or within the curtilage of – (a) a dwelling-house or flat, (b) a building in which a flat is contained, not falling within category 3A to F including any associated works, for all of the same		160

Category	Development to which application relates or type of application		Fee £
4	Non-domestic development in relation to, or within the curtilage of, a building, not falling within categories 2, 5 to 8 or 10 and including any associated works.		
A	for the erection of - (a) a building, or (b) an extension to a building		
i	of less than 20 square metres in floor area		270
ii	of 20 square metres or more but less than 50 square metres in floor area		430
iii	of 50 square metres or more but less than 100 square metres in floor area		645
iv	of 100 square metres or more but less than 250 square metres in floor area		1075
v	of 250 square metres or more in floor area	1075 for the first 250 square metres, and 645 for each additional 250 square metres and for any additional part remaining of less than 250 square metres	
B	for the installation of equipment designed to generate renewable energy and not carried out as associated works falling within any other category of this Table, for any number of such equipment		75
C	for the installation of a traffic mirror including any means of fixing and not carried out as associated works falling within any other category of this Table, for any number of such mirrors		95
D	for the installation of a satellite dish antenna, not carried out as associated works falling within any other category of this Table, for any number of such antennas		95
E	for the placing on land of a caravan, motor home, campervan or other motorised vehicle made for human habitation, for any number of the same		95
F	for the replacement, or substantial alteration, of a shop front, for each such shopfront		410
G	for any alteration to a shop front not falling within category 4F, including, without limitation, the installation of a projecting awning, for each such alteration		290
H	for any other non-domestic development not falling within any other sub-category of this Table, for all of the same.		270

Category	Development to which application relates or type of application	Fee £
5	Specified non-domestic development in relation to - (a) provision of a public utility service, or (b) installation of street furniture	
A	for the installation of street furniture	140
B	for the carrying out of development, not falling within sub-category C or D - (a) by, or on behalf of, a person providing a public utility service, and (b) which is necessary for the installation of minor equipment used for the purpose of providing that service, but not including the erection of a building necessary for the same	140
C	for the erection, installation or substantial alteration of a mobile telephone mast or other telecommunications apparatus which has a similar function, including - (a) the erection, installation or substantial alteration of any structure supporting such mast or apparatus and any associated antennas and cabinets, and (b) any other associated works, for each such mast or apparatus	1985
D	for the erection, installation or substantial alteration of a mobile telephone antenna, or other telecommunications apparatus which has a similar function, not falling within sub-category C, including - (a) the erection, installation or substantial alteration of any structure supporting such antenna or apparatus and any associated cabinets, and (b) any associated works, for each such antenna or apparatus	480

Category	Development to which application relates or type of application	Fee £
6	Development in relation to advertisements.	
A	for attaching to or painting or otherwise exhibiting on the exterior of any structure (except on a projecting awning falling within category 4G), or placing on any land an advertisement or sign, for each advertisement or sign	140 (up to a maximum of £700 per application)

7	The carrying out of operational development in relation to agriculture, minerals and waste.	
A	for the erection of or an extension to a glasshouse, polytunnel or similar structure for agricultural purposes in the course of a trade or business - (a) of less than 500 square metres, or (b) of 500 square metres or more, for each 500 square metres and for any additional part remaining of less than 500 square metres	310
B	for the erection of or an extension to a structure, other than a glasshouse, polytunnel or similar structure, for agricultural purposes in the course of a trade or business - (a) of less than 500 square metres, or (b) of 500 square metres or more, for each 500 square metres and for any additional part remaining of less than 500 square metres	420

Category	Development to which application relates or type of application	Fee £
7 Cont'd	for operations consisting of mineral extraction or working or the storage of minerals in the open or operations in preparation for or otherwise enabling the carrying out of such operations -	
C	<p>(a) in respect of a site of 2.47 verges (1 acre or 0.4 of a hectare) in area or less, or</p> <p>(b) in respect of a site exceeding 2.47 verges in area, for each 2.47 verges (1 acre or 0.4 of a hectare) and for any additional part remaining of less than 2.47 verges</p>	1270
D	<p>for operations consisting of the disposal or depositing of waste or in preparation for or otherwise enabling the carrying out of such operations -</p> <p>(a) in respect of a site of 2.47 verges (1 acre or 0.4 of a hectare) in area or less, or</p> <p>(b) in respect of a site exceeding 2.47 verges in area, for each 2.47 verges (1 acre or 0.4 of a hectare) and for any additional part remaining of less than 2.47 verges</p>	1270

8	Operations in relation to protected trees.	
	for an operation constituting development only under section 5 of the Land Planning and Development (General Provisions) Ordinance, 2007 where carried out in relation to a protected tree (including cutting down, uprooting, topping, lopping and cutting of roots), for any number of the same	75

Category	Development to which application relates or type of application	Fee £
8A	Non-domestic development in relation to the generation of renewable energy carried out-	
A	<p>(a) other than in relation to, or within the curtilage of a building, or (b) on a redundant glasshouse site</p> <p>for the carrying out of development, not comprising the erection of, or an extension to, a building falling within sub-category B, which is necessary for the installation, operation or decommissioning of plant or equipment designed to generate renewable energy, including any associated works (other than associated works comprising the erection of a building)-</p> <p>(a) in, on, over or under land in the open air, or, (b) in, on, over or under land, including the foreshore or the seabed or land covered by water (including a man-made or natural body of water)</p>	
i	in respect of a site of 500 square metres or less	310
ii	in respect of a site exceeding 500 square metres, for each 500 square metres and for any additional part remaining of less than 500 square metres	310
B	<p>for the carrying out of development, comprising the erection of, or an extension to, a building, which is necessary for the installation, operation or decommissioning of plant or equipment designed to generate renewable energy, including any associated works comprising the erection of a building –</p> <p>(a) in, on, over or under land in the open air, or,</p> <p>(b) in, on, over or under land, including the foreshore or the seabed or land covered by water (including a man-made or natural body of water)</p>	See next page

Category	Development to which application relates or type of application		Fee £
8AB Cont'd			
i	of less than 20 square metres in floor area		270
ii	of 20 square metres or more but less than 50 square metres in floor area		430
iii	of 50 square metres or more but less than 100 square metres in floor area		645
iv	of 100 square metres or more in floor area but less than 250 square metres in floor area		1075
v	of 250 square metres or more in floor area	1075 for the first 250 square metres and 645 for each additional 250 square metres and for any additional remaining part of less than 250 square metres	

9	The carrying out of operational development not falling within any other category to this Table.		
A	in respect of a site of 0.62 of a vergee (¼ of an acre or 0.1 of a hectare) in area or less		260
B	in respect of a site exceeding 0.62 of a vergee in area but less than 2.47 vergees (1 acre or 0.4 of a hectare) in area		485
C	in respect of a site exceeding 2.47 vergees in area, for each 2.47 vergees (1 acre or 0.4 of a hectare) and for any additional part remaining of less than 2.47 vergees		485
D	for the placing on land, not within the curtilage of a building, of a caravan, motor home, campervan or other motorised vehicle made for human habitation, for any number of the same		95

Category	Development to which application relates or type of application	Fee £
10	Material changes of use of land other than to use as a dwelling.	
A	for a material change of use of a building or other land other than to - (a) use as a dwelling, or (b) a use falling within paragraphs B or C of this category	420
B	for a material change of use of a building or other land to use for mineral extraction or working or for the storage of minerals in the open - (a) in respect of a site of 2.47 verges (1 acre or 0.4 of a hectare) in area or less, or (b) in respect of a site exceeding 2.47 verges in area, for each 2.47 verges (1 acre or 0.4 of a hectare) and for any additional part remaining of less than 2.47 verges	1270
C	for a material change of use of a building or other land to use for the disposal or depositing of waste – (a) in respect of a site of 2.47 verges (1 acre or 0.4 of a hectare) in area or less, or (b) in respect of a site exceeding 2.47 verges in area, for each 2.47 verges (1 acre or 0.4 of a hectare) and for any additional part remaining of less than 2.47 verges	1270