

POLICY FOR PUBLIC ACCESS TO PREVIOUSLY APPROVED PLANS

1. Owners are advised that approved plans will be made available for inspection by third parties for a period of one year following the date of approval of those plans.
2. Approved plans should not be viewed in isolation from the terms and conditions of the approval to which they relate. For applications approved post-March 15th 2010 a PDF copy of the decision notice is publicly available using the Websearch facility at www.gov.gg/planning . For pre-March 15th approvals a copy of the associated Permit will be shown to the enquirer along with the approved plans.
3. Access is provided under this policy purely for the information of the third party service recipient and cannot alter or affect any decision already reached, or influence any decision on any future planning application.
4. The procedures relating to this policy will be implemented primarily by our Enforcement and Immunity Team, which is presently responsible for property searches. All requests received will be notified to the nominated officer by e-mail to enable effective management of the process. We will ask for, and record, a brief reason for the request (e.g. request by prospective purchaser of adjoining property, request by neighbour who was on holiday when application approved, etc.). This information will help us to further improve our services.
5. Upon receipt of a request, an appointment will be made as soon as possible for the plans to be viewed. Plans (and Permits where necessary; see paragraph 2 above) will be extracted from the file. No files will be available for inspection by third parties at the time of the appointment.
6. In the event that the request for access to approved plans is made in connection with a current planning application proposing a variation to a previous approval, access to the relevant previously approved plans for purposes of comparison will be arranged via our Technical Support Team. Where the approval being varied was granted more than one year previously, the one year limitation on access set out in paragraph 1 above may be waived for this category of access only.
7. The access permitted under this policy does not extend to copying of plans which will only be undertaken in accordance with our normal procedures with the copyright-holder's written agreement and subject to charges which may be updated from time to time.