



PRACTICE NOTE 9

SUPPLEMENTARY GUIDANCE FOR APPLICANTS RELATING TO THE DISPLAY OF SITE NOTICES FOR PLANNING APPLICATIONS

Site notices are an important part of the statutory requirements for publicity for planning applications under the Land Planning and Development (Guernsey) Law, 2005. The procedure for the display of site notices is set out in detail in section 10 of the Land Planning and Development (General Provisions) Ordinance, 2007.

Web Link: <http://www.guernseylegalresources.gg/article/93206/Planning>

Key requirements are that the site notice must:

- Be displayed for **not less than 21 days**;
- Be firmly fixed to an object on or near the land in a way and in such a position that it is **visible and legible from a place to which the public have access**;
- In the case of commercial undertakings set within larger sites, be positioned on a public road frontage (A second notice can be displayed within the site).

IT WILL DELAY YOUR APPLICATION IF IT HAS NOT BEEN CONFIRMED THAT THE SITE NOTICE HAS BEEN ERECTED IN ACCORDANCE WITH THE LEGAL REQUIREMENTS SO PLEASE RETURN THE SITE NOTICE RECEIPT FORM AS SOON AS POSSIBLE AFTER FIRST DISPLAYING THE NOTICE ON THE SITE.

When a site notice has not been displayed correctly in accordance with the law:

- Your application will be delayed; and,
- You could be subject to a legal action or the application challenged which would delay progress and could even result in a decision being quashed.

Large or backland sites

A large site or one where it adjoins more than one public highway or has more than one frontage may warrant an applicant to display more than one site notice. The notice can be copied by the applicant/agent or more than one notice may be issued by us.

A site notice relating to a 'backland' site that does not have an obvious road frontage could be displayed on the nearest lamp post, sign post or similar object where people can read it. This must be in the immediate vicinity where the notice cannot be displayed on immediately adjoining land with the consent of the land owner.

Other points:

- If you have difficulties, specific issues should be discussed with the planning officer dealing with the application as soon as possible.

- If the site notice is damaged or removed, please contact us immediately and we will issue a replacement notice.
- Please remove the site notice as soon as possible after the expiry of the 21 day publicity period.
- We do not issue plastic wallets, wooden boards or laminate the notices but you need to ensure that the notice will be legible for 21 days.



The notice must be able to be read from a place to which the public have access i.e. a road or pavement.



Even if the development relates to a specific part of a building the notice must still be able to be read from the public road or other public place.



It is a good idea to mount the notice on a small board and laminate or enclose the notice so that it remains in place and secure for the 21 day period. No additional advertising material is permitted on any board.



If development is proposed within a larger site the notice should be able to be read from the public highway.

Notices can be copied or additional ones sent to display in more than one place.

