

HOUSE ADDITIONS (10% RULE)

Application Information

Qualifications

According to Section 13(3)(g) of the Development and Planning Law (2005 Revision), the enlargement, improvement or other alteration of a house does not require planning permission, provided that:

- a. The square footage of the enlargement does not exceed ten per cent (10%) of the existing square footage of the ground floor or the house;
- b. The enlargement is single storey only;
- c. The regulations governing the setback of buildings and coverage of site are upheld;
- d. The enlargement is an integral part of the existing dwelling house;
- e. A notice of intention to construct under this section is forwarded to the Authority; and,
- f. The proposal only applies to single family houses and does not include separate units, guest houses, cottages, duplexes, apartments, hotels, commercial or industrial developments.

Review Criteria

To determine whether the proposed enlargement, improvement or other alteration complies with the above, the following must be submitted:

- a. A letter regarding notice of intention to construct;
- b. Land Register & Registry Extract Map, both less than 60 days old;
- c. One (1) copy of a site plan drawn to scale and indicating the following:
 - i. North arrow & scale (e.g., 1"=20', 1/4"=1");
 - ii. Parcel boundary with dimensions;
 - iii. Location of the proposed house addition;
 - iv. Existing and proposed site levels;
 - v. Dimensioned site setbacks;
 - vi. Existing or proposed driveways; and,
 - vii. The following statement signed by the applicant or agent:
"I hereby certify that all the dimensions shown on this plan are correct."
- d. One (1) copy of floor plans drawn to scale (e.g. 1"=20', 1/4"=1").

The Central Planning Authority and Planning Department staff may require additional information from the applicant as may be necessary to conduct a prudent and complete review of the notice of intention to construct. At the initial stage, there is no application or fees required.

Application Process

Your information will be assigned to a planner who will coordinate a review to determine compliance with applicable regulations, requirements of other agencies, and consistency with good planning practice.

If your proposal complies with the requirements and Regulations, you will be informed of such in writing. If your notice of intention to construct does not comply with the requirements and Regulations, you will be informed that a planning application will be required.

Any addition to an existing house less than 10% may not require a building permit, however, approval of the plumbing and electrical plans is required and inspections are necessary.