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SATURDAY 11TH MAY, 2024

THE OFFICIAL GAZETTE 11TH MAY, 2024
LEGAL SUPPLEMENT — B

GUYANA No. 12 of 2024

REGULATIONS

Made Under

THE PLANNING AND DEVELOPMENT SINGLE WINDOW SYSTEM ACT

(Act No. 11 of 2023)

IN EXERCISE OF THE POWERS CONFERRED UPON ME BY SECTION 30 OF THE PLANNING AND DEVELOPMENT SINGLE WINDOW SYSTEM ACT, I MAKE THE FOLLOWING REGULATIONS:-

ARRANGEMENT OF REGULATIONS

Regulation

1. Citation.
2. Interpretation.
3. Application for registration.
4. Notification of registration.
5. Register of users.
6. Deregistration of a user.
7. Making payments via the Single Window Portal.
8. Role and function of the Central Authority in the Administrative Scheme.
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FIRST SCHEDULE- Planning and Development Single Window System Application Form

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Citation.

1. These Regulations may be cited as the Planning and Development Single Window System Regulations 2024.

Interpretation.

2. In these Regulations-

Act No. 11 of 2023

"Act" means the Planning and Development Single Window System Act 2023;

Cap. 36:20

"Central Authority" means the Central Housing and Planning Authority constituted and incorporated under section 3 of the Housing Act;

"complex application" means a planning and development application where the proposed development is incompatible with surrounding uses, impacts on any national or regional policies and is inconsistent with the land use planning standards and other guidelines established by the Central Authority, other central agencies or the relevant municipal government and any-

(a) residential application consisting of more than three units or more than three storeys;

(b) non-residential application with floorspace exceeding 1000 square feet or plot size over 10,000 square feet;

(c) housing development with more than ten lots; or

(d) change of use that shall result in a more intensive use of the land, building and engineering work is involved or other impacts, not contemplated by the original use;

"planning and development application" or "application" means an application made under any enactment in respect of land use, building or development permission, or other similar

First Schedule

application, of the kind listed under the First Schedule to the Act;

"relevant agency" means a governmental department, agency, public body or entity relevant to and involved in the planning and development industry listed under the Second Schedule to the Act;

Second Schedule

"registered user" means a person registered and authorised by the Central Authority to use the System;

"simple application" means a planning and development application where the proposed development is compatible with surrounding uses, does not impact on any national or regional policies and is consistent with the land use planning standards and other guidelines established by the Central Authority, other central agencies or the relevant municipal government and is any-

(a) residential application for three units or less and up to three storeys;

(b) non-residential application with floorspace not exceeding 1000 square feet or plot size under 10,000 square feet;

(c) housing development not exceeding ten lots; or

(d) change of use where no building or engineering work is involved.

"System" means the Planning and Development Single Window System established under section 4(1) of the Act;

"Unit" means the Planning and Development Single Window Unit established under section 12(1) of the Act.

Application for registration.

3. (1) Pursuant to section 7 of the Act, a person seeking to use the System shall apply to the Central Authority for registration as a user.

(2) An application for registration shall be made on the Form as set out in the First Schedule.

First Schedule

Notification of registration.

4. (1) The Central Authority shall notify a registered user of his System login credentials.

(2) The registered user's rights to access and use the System shall remain valid unless suspended or deregistered.

Register of users.

5. (1) The Central Authority shall maintain both a physical and an electronic register of users.

(2) The physical and electronic registers shall contain particulars of a user, including the following-

(a) name;

(b) physical address;

(c) phone number; and

(d) email address.

(3) A registered user shall notify the Central Authority of any changes to his particulars on the physical and electronic registers and may request an update.

(4) The Central Authority shall verify the registered user's request and update the physical and electronic registers.

(5) The Central Authority may from time to time, update the physical and electronic registers.

Deregistration of a user.

6. (1) The Central Authority may, in writing, deregister a registered user if the user has —

(a) improperly accessed or interfered with the System;

(b) provided false or misleading information in the application for registration; or

(c) an account which has been dormant for one year.

(2) The Central Authority may deregister a registered user upon receiving a request in writing for deregistration, from that user.

(3) Where a registered user has been deregistered pursuant to subregulation (1), that user may apply to the Central Authority to be re-registered on the System on the Form as set out in the First Schedule.

First Schedule

(4) Nothing in these Regulations prevents a user who has been deregistered from the System from making a planning and development application in paper form to the Central Authority.

Making payments via the Single Window Portal.

7. (1) Pursuant to section 8 of the Act, after an application has been submitted to the System, the Central Authority shall review the application for completeness.

(2) The Central Authority shall, upon completion of the review of the application, email the applicant confirming receipt of the application and the list of agencies with the applicable fees to be paid as set out in the Second Schedule.

Second Schedule

(3) The confirmation email referred to in subregulation (2) shall indicate the following payment methods available to the applicant via-

(a) Mobile Money Guyana ("MMG") – using the MMG application, the applicant shall select the Central Housing and Planning Authority under government services and enter the application number that was sent on the confirmation email;

(b) Electronic Funds Transfer ("EFT") – using a wire transfer from the applicant's bank account to the Central Authority designated bank using the wire transfer information as stated in the Application Submission notification;

(c) cash deposits into a specified account of a designated bank – in person payment made through a local bank; or

(d) cash deposits to any of the Central Authority offices in regions 2, 3, 4, 5, 6, 7, 9 and 10, all Regional Democratic Councils, all Municipalities or any other agency authorised by the Central Authority.

(4) The Central Authority shall commence the processing of applications only after payments have been received.

(5) After payment has been received, the Central Authority shall issue an electronic receipt via email to the applicant.

Role and function of the Central Authority in the Administrative Scheme.

8. Pursuant to sections 15 and 16 of the Act, the Central Authority shall-

(a) implement and provide oversight of the Act, including the preparation of the relevant regulatory and other mechanisms to effect the System, including-

(i) technical and security aspects of the System;

(ii) registration of the users of the System;

(iii)measures to enable payments.

(b) ensure all staff from the Central Authority, the agencies and the relevant municipalities

are trained to effectively participate in the System;

(c) adequately staff the relevant regional offices of the Central Authority to support the intake of planning and development applications;

(d) establish a governance framework and ensure adequate staffing of the following-

(i) Single Window Unit;

(ii) Planning Oversight Committee;

(e) work with the Ministry of Local Government and Regional Development on strengthening regional and local capacity;

(f) act as the intake for all applications, including requests for pre-submission consultation meetings and provide the applicant with consolidated feedback on applications;

(g) receive, circulate and make recommendations on non-residential and greater than two-storey residential applications;

(h) monitor and evaluate the efficacy of the System;

(i) build public education and awareness of the System;

(j) prepare planning policies and standards to strengthen the predictability of the planning and development approval system;

(k) work with the relevant agencies and local democratic organs as defined under the Local Democratic Organs Act, to establish the process for assigning and disbursing planning and development application fees;

Cap. 28:09

(l) clarify, consolidate and publish all its requirements for a complete application;

(m) consult with Agencies and local governments to establish timelines for the processing of planning and development applications;

(n) collect and disburse all fees to the relevant agencies.

Role and function of relevant agencies in the Administrative Scheme.

9. Pursuant to sections 15 and 16 of the Act, the relevant agencies shall-

(a) identify staff who shall be responsible for the receipt and processing of planning and development applications;

(b) strengthen human resources and IT capacity to implement the electronic system;

(c) clarify and provide to the Central Authority, for publishing, all requirements for a complete application and updates on a regular basis;

(d) adhere to timelines established by the Central Authority;

(e) attend pre-submission consultation meetings;

(f) strengthen its policy role to guide the review of planning and development applications;

(g) identify focal points, protocols and alternates to ensure continuity;

(h) develop protocols to seek additional information or support, if required;

(i) provide fee schedules to the Central Authority as set out in the Second Schedule;

Second Schedule

(j) provide a list of designated users to access the System.

Pre- application process.

10. (1) An applicant for a non-residential development may elect to access the pre-application process on the System.

(2) Upon receipt of the pre-application process, the Central Authority shall assess the application and identify the relevant agencies (including Local Government) to participate in a pre-application meeting.

(3) The pre-application meeting shall be scheduled within seven days of the application.

(4) The applicant shall pre-select a meeting date and time from the portal.

(5) The Central Authority shall coordinate and establish a weekly schedule of pre-application meetings and chair those meetings.

Changes to an application.

11. An applicant may make changes to his application only up to the preliminary stage before validation of documents and payment of the relevant fees as set out in the Third Schedule.

Third Schedule

Complete application.

12. (1) An application shall not be accepted by the portal unless all the mandatory requirements and fields are complete and the fees are paid in accordance with these Regulations.

(2) A planning and development application must include the following-

(a) plans for the proposed development that are drawn to scale, showing dimensions and the details of all buildings or other structures proposed;

(b) a current copy of the document of ownership or rights to use property if the applicant is not the owner;

(c) application details, such as the current land use, the proposed land use and detailed project proposal;

(d) the receipt of payment of required fees as set out in the Second Schedule;

Second Schedule

(e) information on whether a pre-application meeting has taken place; and

(f) such other information as may be required by the Central Authority.

(3) Once an application has been accepted into the System, the Central Authority shall make a decision, in the case of-

(a) a simple application, within thirty days of receipt of that application; or

(b) a complex application, within forty-five days of receipt of that application.

(4) The Central Authority may request additional information from an applicant.

(5) Where the Central Authority has requested additional information, the periods specified in subregulation (3) shall apply from the date of the submission of that additional information to the Central Authority.

(6) If an applicant is unable to submit the further information on the portal, the further information can be delivered to the Headquarters of the Central Authority.

(7) If an applicant is unable to apply online, the applicant can complete the relevant planning and development application form provided as a fillable PDF format and submit the completed form and all required documentation.

Appeals of decisions of the Central Authority.

13. An applicant who is aggrieved by a decision of the Central Authority may, within twenty-eight days of receipt of the decision, appeal to the Planning Appeals Tribunal in accordance with section 25 of the Act.

Application of Act.

No. 18 of 2023

14. The provisions of the Data Protection Act 2023 shall apply to the processing of personal data under the Act and these Regulations.

Revocation.

Reg No. 2 of 2024

15. The Planning and Development Single Window System Regulations 2024 is hereby revoked.

FIRST SCHEDULE Reg. 3

PLANNING AND DEVELOPMENT SINGLE WINDOW SYSTEM APPLICATION FORM

USER REGISTRATION FORM

Note: This form shall be submitted electronically.

USER DETAILS

NAME..... ADDRESS

..... TELEPHONE

..... EMAIL

..... I D NUMBER

..... CONTACT PERSON

(NAME AND EMAIL) ..... **SELECT PROFILE TO BE ASSIGNED**

(*Check appropriate box*)

APPLICANT ☐ PARTNER AGENCY ☐ CENTRAL AUTHORITY STAFF ☐

Please indicate if this a new application

Yes ☐

No ☐

Application Authorization (FOR OFFICIAL USE ONLY)

APPLICATION: GRANTED [ ] DENIED [ ]

REASONS: .....

.....

.....

..... APPROVED BY

.....DESIGNATION.....

SIGNATURE .....

DATE.....

NAME OF USER	USER LOGIN ISSUED	DATE ACCOUNT CREATED
1.....	.....	.....
2.....	.....	.....
3.....	.....	.....

PROCESSED BY.....

SIGNATURE .....

DATE .....

SECOND SCHEDULE **Regs. 7, 9, 12**

FEE SCHEDULE FOR RELEVANT AGENCIES

No.	Relevant Agency	Fees
1.	Maritime Administration Department	- Application Processing Fees ranges from $36,000 GYD to $109,000 GYD - Site Inspection Fees ranges from $36,000 GYD to $109,000 GYD
2.	Guyana Water Incorporated	- Water Supply Connection: $15,640 GYD - Letter of Compliance: $5,000 GYD - Correction to Customer's Information: $2,500 GYD
3.	Sea Defence Board	- Application Processing Fee: $25,000 GYD
4.	Central Board of Health	No fees attached
5.	Ministry of Public Works	No fees attached
6.	Guyana Lands and Survey Commission	No fees attached
7.	Environmental Protection Agency	Application Form: US$50 Environmental Authorisation fees range from **US$100 to more than US$ 3,100** per year, which is determined by EPA after screening.
8.	Guyana Fire Service	No fees attached
9.	Guyana Civil Aviation Authority	No fees attached
10.	National Trust of Guyana	No fees attached
11.	Guyana Office of Investment	No fees attached
12.	Lands Registry	No fees attached

<table>
<tr><th>No.</th><th>Relevant Agency</th><th>Fees</th></tr>
<tr><td>13.</td><td>Deeds Registry</td><td>No fees attached</td></tr>
<tr><td>14.</td><td>Guyana Forestry Commission</td><td>
<table>
<tr><th>Licence Type</th><th>Application Fees (GYD)</th><th>Licence Fees (GYD)</th></tr>
<tr><td>Charcoal</td><td>$4,200</td><td>$10,500</td></tr>
<tr><td>Firewood</td><td>$4,200</td><td>$10,500</td></tr>
<tr><td>Timber Dealer (Lumberyard)</td><td>$10,500</td><td>$52,500</td></tr>
<tr><td>Timber Dealer (No Storage)</td><td>$10,500</td><td>$52,500</td></tr>
<tr><td>Timber Dealer (Import)</td><td>$10,500</td><td>$52,500</td></tr>
<tr><td>Timber Dealer (Export)</td><td>$10,500</td><td>$52,500</td></tr>
<tr><td>Consolidated Log Export</td><td>$10,500</td><td>$105,000</td></tr>
<tr><td>Sawmill</td><td>$10,500</td><td>$63,000 Per Mill</td></tr>
<tr><td>Permit to Erect</td><td>$10,500</td><td>$52,500</td></tr>
<tr><td>Sawpit</td><td>$10,500</td><td>$42,000</td></tr>
<tr><td>Timber Depot</td><td>$10,500</td><td>$10,500</td></tr>
<tr><td>Timber Path</td><td>$10,500</td><td>$10,500</td></tr>
<tr><td>Timber Graders</td><td>$5,250</td><td>$5,250</td></tr>
</table>
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Neighbourhood Democratic Council (NDC)	Region	Fee for Single Family Residential	Fee for Commercial	Fee for Subdivision	Fee for Multi-Family Residential	Fee for Institutional	Fee for Industrial
Port Kaituma / Matthews Ridge / Arakaka	1	Building Application Form: $2000 Processing Fee: $2000	$5,000				
Charity / Urasara	2	Building Application Form: $2000 Processing Fee: $5.00 per square feet	$15.00 per square feet				
Evergreen / Paradise	2	Building Application Form: $2000 Processing	$5.00 per square feet				

		Fee: $5.00 per square feet					
Aberdeen / Zorg-en-Vlygt	2	Building Application Form: $2000 Processing Fee: $5.00 per square feet					
Annandale / Riverstown	2	Building Application Form: $1500 Processing Fee: $5.00 per square feet	$5.00 per square feet				
Moruka/ Providence	2	No fees attached	No fees attached				
Nile/ Cozier	2	No fees attached	No fees attached				
Good Hope/ Pomona	2	Processing Fee: $10 per square foot for each floor	Processing Fee: $10 per square foot for each floor				
Mora/ Parika	3	Building Application Form: $1,500 Processing Fee: $8 per square foot	Building Application Form: $1,500 Processing Fee: $8 per square foot				
Hydronie/ Good Hope	3	Building Application Form: $2,000 Processing Fee: $10 per square foot	Building Application Form: $2,000 Processing Fee: $12 per square foot				
Wakenaam	3	Building Application	$500				

		Form: $1000 Processing Fee: $500					
Leguan	3	Building Application Form: $500 Processing Fee: $1,000					
Greenwich Park, Vergenoegen	3	Building Application Form: $1500 New Building: Single Flat $5000 New Building- Double $7000					
Tuschen / Uitvlugt	3	Building Application Form: $1,000 Flat Building: Length x Breadth x 2 plus $1,000 (Building Application Form) 2 Storey Building: Length x Breadth x 2 x 2 Plus $1,000 (Building Application Form) Addition: $3,000 Plus $1,000 (Building					

		Application Form) Update of Plan: $3, 000 Plus $1,000 (Building Application Form)					
Stewartville / Cornelia Ida	3	Building Application Form $ 1,000 New Building $5,000 Additions to Existing Building $ 3,500	10 % on what CHPA processing fee for that particular business				
Hague / Blankenburg	3	Building Application Form: $500 One Flat Building: $5,000 Two Storey Building: $7,500 Addition to Existing Building: $3,500	$10,000				
La Jalousie / Nouvelle Flanders	3	Building Application Form: $1,000 New Building: $5,000 Addition to Existing Building: $3,000					
Best / Klein / Pouderoyen	3	New Building: $5,000					

		Addition to Existing Building: $3,500					
Malgre Tout/ Meerzorgen	3	Building Application Form: $500 Processing Fees One Flat Dwelling House Approx. 20-25 ft. width by 20-40 ft length: $5,000 One Flat Dwelling House 25-30 ft width by 40-50 ft length: $ 8,000 Two Flat Dwelling House 25-30 ft width by 40-50 ft length- $10,000 Three story Dwelling House 25-30 ft width by 50-60 ft length: $20,000 Addition/Alter nation 10ft x 1--15ft: $3,000 20ft x 20-25ft: $5,000 25ft x 30-40ft: $8,000	Three story Dwelling & Business 30 ft width by 50-60 ft length: $ 25,000 Three Story Building Dwelling & Business 30 ft width by 60-80: $30,000.			Church 25-30 ft width by 50-60 ft length: $ 10,000	
La Grange / Nismes	3	Building Application Form: $500					

		Flat Building: $5,000 Two Storey Building; $7,000 Addition to Existing Building: $3,500					
Canal's Polder	3	Building Application Form: $500 New Building: $5,000 Addition to Existing Building: $3,000					
Toevlugt / Patentia	3	Building Application Form: $500 New Building: $7,000 Extension/Addition to Existing Building $5,000					
Soesdyke / Te Huis Te Coverden	4	Building Application Form: $1,000 Under one thousand (1000) square foot seven thousand dollars: $7,000 Over one thousand (1000) square foot twelve thousand					

		dollars: $12,000					
Caledonia / Good Success	4	Building Application Form: $1,500 Less than 1,000 square feet: $3,500 1,000 to 2,000 square feet: $5,000 Above 2,000 square feet: $7,500	No Objection Letter: $5,000				
Golden Grove/ Diamond Place		Building Application Form: $5,000 Processing Fees New Residential Building: $10 per sq. ft. Addition to the Existing Residential Building: $10 per sq. ft. (with a copy of the prior approved plan resident is $10 per sq. ft. for addition only) Update of Residential Building Plans: $5,000 No Objection Letters with Attached Approved Plan: $5,000 (only for	$10 per sq. ft.				$10 per sq. ft.

		aesthetic changes)					
Little Diamond / Herstelling	4	Building Application Form: $3,000 Processing Fee: $9.00 per square feet	$9.00 per square feet No Objection Letter: $5,000				
Mocha / Arcadia	4	Building Application Form: $1,000 New Building: $5,000 Extension to Building: $3,000	Business Application: 10% of CHPA Fee				
Eccles/ Ramsburg	4	Building Application Form: $2,000 Processing Fee: $5.00 per square feet	$7.00 per square feet				
Plaisance / Industry	4	Building Application Form: $4000 Processing Fee: $15.00 per square feet	$20.00 per square feet				
Better Hope / La Bonne Intention	4	Building Application Form: $1,000 Processing Fee: $9.00 per square feet	$9.00 per square feet No Objection Letter: $5,000	$5,000			
Beterverwagting/ Triumph	4	Building Application Form: $4,000 Building	$20,000				

		1200square feet and above: $12,000 Building below 1200square feet: $7,000 Extension to Existing Building: $6,000 Update of House Plan: $5,000					
Mon Repos / La Reconnaissance	4	1200 square feet and above: $12000 1200 square feet and below: $7000 Alteration and Extension to Existing Building: $6000	$15,000				
Buxton / Foulis	4	Building Application Form: $3,000 Processing Fee: Less than 700 Sq ft - (6-3): $1,200 Between 700 and 1200 Sq ft (6-3-108): $2,400 Over 1200 Sq ft (108): $4,500					
Enmore / Hope	4	$9,000	$18,000				
Haslington / Grove	4	$6,000	Business less than				

			1200 sq feet: 8,000 Business more than 1200 sq feet: $15,000				
Unity / Vereeniging	4	Building Application Form: $2,000 Processing Fee: $10,000	$15.00 per square feet				
Cane/ Grove	4	Building Application Form: $1,000 Processing Fee: $5,000	$10,000				
Lamaha/ Yarowkabra	4	Building Application Form: $2,500 Processing Fee Under 1,000 sq. ft: $7,000 Over 1,000 sq. ft: $12,000	Building Application Form: $2,500 Processing Fee Under 1,000 sq. ft: $7,000 Over 1,000 sq. ft: $12,000				
Hauraruni/ Yarowkabra	4	Building Application Form: $2,500 Processing Fee: First 600 sq. ft: $6,000 Over 600 sq. ft: Feet is multiplied by $8 per sq. ft	Building Application Form: $5,000 Processing Fee: Up to 15,000 sq. ft: $45,000 Over 15,000 sq. ft: Feet is multiplied				

			by $2 per sq. ft				
Woodlands / Farm	5	Building Application Form: $1000.00 Up to 3600 sqft.: $8.00 3601 to 5000 sqft.: $12.00 Above 5000 sqft. $ 25.00	Commercial plans processing fees: Gas Station $ 45.00 per sqft Supermarkets/ Salons/ Shops: - up to 1000 sqft.: $16.00 - 1001sq. to 1500sq: $24.00 - 1501sq to 2000sq: $40.00 - 2001sq to 3000sq: $50.00 - 3001sq to 4500sq: $75.00 - over 4500sq: $120.00 Hotels: $150.00 per sq.ft 4) Office building/ Space: $50.00 per sq.ft		Apartment Complex - $75.00 per sq. ft.		
Hamlet/ Chance	5	Building Application Form: $1,000 Single Flat: $5,500					

		Two Storey plan: $10,500					
Mahaicony/ Abary	5	One storey: $10,000 Two storeys: $20,000	One storey: $10,000 Two storeys: $20,000				
Profit / Rising Sun	5	Building Application Form: $1,500 Processing Fee Per Bedroom: $1,000	Shop: $5000 Bond: $30,000 Shed: $10,000				
Seafield / Tempie	5	Under 600 sq ft: $6,000.00 Under 900 sq ft: $7,000.00 Over. 900 sq ft: $8,000.00					
Union / Naarstigheid	5	Under 700 square feet: $5,000.00 700 to 900 square feet: $6,000.00 1000 square feet and above: $7,000.00					
Bath / Woodley Park	5	Building Application Form: $1,000 Processing Fee: $1,000					
Woodlands / Bel Air	5	Building Application Form: $2,000 Processing Fee: $5,000	$10,000				

Zeelugt / Rosignol	5	Building Application Form: $2,000					
Blairmont / Gelderland	5	Building Application Form: $2,400 Processing Fee: $3,000	$5,000				
Enfield / New Doe Park	6	Building Application Form: $5,000. Building Inspection Fees: $5,000. Draftsman Registration Fee: $18,000, yearly ($4,500 quarterly)	Building Inspection Fees: $5,000.				
Ordinance/ Fort Lands	6	$5,000	$8,000				
Canefield / Enterprise	6	Building Application Form: $2,000 Building Inspection Fees: $3,000 Draftsman Fee For Plan: $3,000	$6,000				
Kintyre / Borlam	6	Building Application Form: $1,500 Processing Fee: $4,000	$6,000				

Gibraltar / Fyrish	6	Building Application Form: $1,000 Processing Fee: $5,000	$10,000				
Kilcoy / Hampshire	6	Building Application Form: $2,000					
Port Mourant/ Johns	6	Building Application Form: $1,000 Processing Fee: $2 per square foot	Building Application Form: $1,000 Processing Fee: $5 per square foot				
Bloomfield / Whim	6	Building Application Form: $1,000 Processing Fee: $3,000					
Hogstye/ Lancaster	6	Building Application Form: $1,000					
Black Bush Polder	6	Building Application Form: $100 Processing Fee: $500	$500				
Good Hope / No.51	6	$5,000	$10,000				
Macedonia / Joppa	6	Building Application Form: $1,000 Processing Fee: Plan $500 per room, including toilet and bath, patio or verandah					

Bushlot / Adventure	6	Building Application Form: $1,000 One Bedroom Dwelling: $3,000 Two Bedroom Dwelling: $4,000 Three Bedroom Dwelling: $5,000 Four Bedroom Dwelling: $6,000 Five Bedroom Dwelling: $6,500 Shed Attached to Dwelling: $ 6,000	Shed Attached to Dwelling: $ 6,000 Business: $6,000 Burial Ground: $4000 Bond (Store Room): 6,000				
Maida / Tarlogie	6	$500 per room	Sheds 10 x 10: $5000 Over 10' the Council decides the fees				
No.52 / No.74	6	Building Application Form: $100 Processing Fee: $1000					
Crabwood Creek / Molsen Creek	6	No fees attached					
Plegt Anker/ Kortberaadt	6	$3,500	$6,000				

Wyburg / Caracas	6	$5,000	$5,000				
Aranaputa / Upper Burro Burro	9	No fees attached	No fees attached				
Kwakwani	10	Building Application Form: $500 Processing Fee: **House Size** Below 18' x 20': $5,000 18' x 20' – 20' x 30': $7,000 30' x 35' – 40' x 45': $8,000 45' x 60' – 60' x 80': $10,000	Building Application Form: $500 Processing Fee **Building Size** Below 5' x 10': $5,000 6' x 10' – 10' x 10': $6,000 10' x 12'- 10' x 14': $7,000 14' x 14' – 14' x 20': $8,000 20' x 25' – 20' x 30': $10,000 30' x 30' and above: $15,000				

Municipalities/ Town Council	**Region**	**Fee for Single Family Residential**	**Fee for Commercial**	**Fee for Industrial**
Mabaruma Town Council	1	Building Application Form: $1,500 Processing Fee: Single/One Flat: $3,500 Two Storey: $6,000 **Fences** Concrete: $15 per sq. ft Wooden: $12 per sq. ft **Bridges** Concrete: $40 per sq. ft	Building: $10,000	

Municipalities/ Town Council	Region	Fee for Single Family Residential	Fee for Commercial	Fee for Industrial
		Wooden: $25 per sq. ft		
Anna Regina Town Council	2	Building Application Form: $3000 Processing Fee: $15.00 per square feet Update/Change/Renewal of Plan: $3000	$20.00 per square feet	
Mayor and Councillors of the City of Georgetown	4	**Septic Tank Area** 0" square feet – 700 square feet Inspection Fee: $11,891.88 Processing Fee: $188.76 Total Fees: $12,080.64 700 square feet – 1200 square feet Inspection Fee: $14,804.40 Processing Fee: $283.92 Total Fees: $15,088.32 Over 1200 square feet Inspection Fee: $17,554.68 Processing Fee: $377.52 Total Fees: $17,932.20 **Sewerage Area** 0" square feet – 700 square feet Sewerage Fee: $1,887.60 Inspection Fee: $11,891.88 Processing Fee: $188.76 Total Fees: $13,968.24 700 square feet – 1200 square feet Sewerage Fee: $1,887.60 Inspection Fee: $14,809.08 Processing Fee: $283.92 Total Fees: $16,980.60 Over 1200 square feet Sewerage Fee: $1,887.60 Inspection Fee: $17,554.68 Processing Fee: $377.52 Total Fees: $19,819.80	**Septic Tank Area** 0" square feet – 700 square feet Inspection Fee: $22,839.96 Processing Fee: $3,775.20 Total Fees: $26,615.16 700 square feet – 1000 square feet Inspection Fee: $24,710.40 Processing Fee: $3,775.20 Total Fees: $28,485.60 1000 square feet – 2000 square feet Inspection Fee: $27,131.52 Processing Fee: $3,775.20 Total Fees: $30,906.72 Over 2000 square feet Inspection Fee: $32,072.04 Processing Fee: $3,775.20 Total Fees: $35,847.24	**Septic Tank Area** Industrial Establishment 1500 square feet – 3000 square feet Inspection Fee: $52,286.52 Processing Fee: $5,662.80 Total Fees: $57,949.32 Over 3000 square feet Inspection Fee: $62,102.04 Processing Fee: $5,662.80 Total Fees: $67,764.84 **Sewerage Area** Industrial Establishment 1500 square feet – 3000 square feet Sewerage Fee: $7,488.00 Inspection Fee: $52,286.52 Processing Fee: $5,662.80

Municipalities/ Town Council	Region	Fee for Single Family Residential	Fee for Commercial	Fee for Industrial
			Sewerage Area 0" square feet – 700 square feet Sewerage Fee: $3,775.20 Inspection Fee: $22,839.96 Processing Fee: $3,775.20 Total Fees: $30,390.36 700 square feet – 1000 square feet Sewerage Fee: $3,775.20 Inspection Fee: $24,710.40 Processing Fee: $3,775.20 Total Fees: $32,260.80 1000 square feet – 2000 square feet Sewerage Fee: $3,775.20 Inspection Fee: $27,131.52 Processing Fee: $3,775.20 Total Fees: $34,681.92 Over 2000 square feet Sewerage Fee: $3,775.20 Inspection Fee: $32,072.04 Processing Fee: $3,775.20	Total Fees: $65,437.32 Over 3000 square feet Sewerage Fee: $7,488.00 Inspection Fee: $62,102.04 Processing Fee: $5,662.80 Total Fees: $75,252.84 Bond: $120 per square area Warehouse: $130 per square area Drill Pipe Storage Area: $100 per square area Pipe Screening and Testing Building: $150 per square area Silos: $250 per square area

Municipalities/ Town Council	Region	Fee for Single Family Residential	Fee for Commercial	Fee for Industrial
			Total Fees: $39,622.44 **Septic Tank Area** Liquor Establishment 0" square feet– 1500 square feet Inspection Fee: $40,772.16 Processing Fee: $5,662.80 Total Fees: $46,434.96 **Sewerage Area** Liquor Establishment 0" square feet– 1500 square feet Sewerage Fee: $7,488.00 Inspection Fee: $40,772.16 Processing Fee: $5,662.80 Total Fees: $53,922.96	

Municipalities/ Town Council	Region	Fee for Single Family Residential	Fee for Commercial	Fee for Industrial
New Amsterdam Town Council	6	**Building Plans Inspection Fee Residential** 0 to 700 sq. ft: $5,400 700 to 1200 sq. ft: $6,750 1201 to 1700 sq. ft: $8,100 1701 to 2200 sq. ft: $9,450 Over 2200sq. ft: $11,700 **Processing Fee Residential** 0 to 700 sq. ft: $8,300 700 to 1200 sq. ft: $10,100 1201 to 1700 sq. ft: $11,900	**Building Plans Inspection Fee Commercial** 0 to 700 sq. ft: $18,200 700 to 1000 sq. ft: $20,400 1001 to 1200 sq. ft: $24,300 1201 to 1700 sq. ft: $27,500 1701 to 2200 sq. ft: $30,700 Over 2201sq. ft: $33,900 **Processing Fee Commercial** 0 to 700 sq. ft: $18,400 700 to 1000 sq. ft: $22,400 1001 to 1200 sq. ft: $26,800 1201 to 1700 sq. ft: $32,500 1701 to 2200 sq. ft: $36,700 Over 2201sq. ft: $40,000	
Rose Hall Town Council	6	Building Application Form: $5,000		
Corriverton Town Council	6	Building Application Form: $200 Less than 700 square feet: $500 Between 700 sq. ft. to 1000 sq. ft.: $700 More than 1000 sq. ft. $1,000 Draughtsman Fee: $5,000	Draughtsman Fee: $10,000 Each shop less than 1000 sq. ft. ($90m^2$): $1,500 Each shop more than 1000 sq. ft. ($90m^2$): $2,500	$10,000

Municipalities/ Town Council	Region	Fee for Single Family Residential	Fee for Commercial	Fee for Industrial
			Note: Commercial proposals for liquor establishments are excluded from this category. Each Residential/Commercial Applications less than 1000 sq. ft. ($90m^2$): $2,000 Each Residential/Commercial Applications less than 1000 sq. ft. ($90m^2$): $3,000 Each Residential/Commercial or Commercial Proposal which includes that of a liquor establishment less than a 1000 sq. ft. ($90m^2$): $3,500 Each Residential/Commercial or Commercial Proposal which includes that of a liquor establishment more than a 1000 sq. ft. ($90m^2$): $4,000 Each Building Application for Commercial Purpose other than a shop or liquor establishment, e.g. food restaurant: $3,000	

Municipalities/ Town Council	Region	Fee for Single Family Residential	Fee for Commercial	Fee for Industrial
			Sports Bar: $25,000 Salon: $25,000 General Store (Malt and Wine Inclusive): Banquet Hall and Food Restaurant: $25,000 Night Club: $25,000 Liquor Restaurant: $15,000	
Bartica Town Council	7	Building Application Form: $2,000 **Construction: Formula (Area/1200*Sum)** 2 bedrooms: $18,000 (Sum) 3 bedrooms: $20,000 (Sum) >3 bedrooms: $22,000 (Sum)	**Construction: Formula (Area/1200*Sum)** **Sheds** 700-1000 sq. ft: $12,500 1001-1200 sq. ft: $12,500 1201-1700 sq. ft: $14,500 1701-2200 sq. ft: $16,500 Over 2200 sq. ft: $18,000 **Bonds** 700- 1200 sq. ft: $14,500 1201- 2000 sq. ft: $18,500 2200 <greater sq. ft: $20,000 **Buildings** 0-1000 sq. ft: $28,000 1001-1200 sq. ft: $33,000 1201-1700 sq. ft: $68,000	

Municipalities/ Town Council	Region	Fee for Single Family Residential	Fee for Commercial	Fee for Industrial
			1701-2200 sq. ft: $125,000 Over 2200 sq. ft: $135,000 (Dependent on stories, use and area)	
Mahdia Town Council	8	Wooden Structures: $25 per sq. ft Concrete Structures: $30 per sq. ft	Wooden Structures: $25 per sq. ft Concrete Structures: $30 per sq. ft	
Lethem Town Council	9	$10 per square foot	**General Store** CHPA Fee: $30,000 Total Council Fee: $15,000 10% Fee: $3,000 Amount Sent to CHPA Fee: $27,000 **Saloon** CHPA Fee: $5,000 Total Council Fee: $15,000 10% Fee: $500 Amount Sent to CHPA Fee: $4,500 **Grocery Store** CHPA Fee: $10,000 Total Council Fee: $15,000 10% Fee: $1,000 Amount Sent to CHPA Fee: $9,000 **Ranch** CHPA Fee: $25,000 Total Council Fee: $15,000 10% Fee: $2,500 Amount Sent to CHPA Fee: $22,500	

Municipalities/ Town Council	Region	Fee for Single Family Residential	Fee for Commercial	Fee for Industrial
			Restaurant & Bar CHPA Fee: $25,000 Total Council Fee: $15,000 10% Fee: $2,500 Amount Sent to CHPA Fee: $22,500 **Hotel** CHPA Fee: $30,000 Total Council Fee: $15,000 10% Fee: $3,000 Amount Sent to CHPA Fee: $27,000 **Water Facility** CHPA Fee: $25,000 Total Council Fee: $15,000 10% Fee: $2,500 Amount Sent to CHPA Fee: $22,500 **Apartment** CHPA Fee: $25,000 Total Council Fee: $15,000 10% Fee: $2,500 Amount Sent to CHPA Fee: $22,500 **Pharmacy** CHPA Fee: $25,000 Total Council Fee: $15,000 10% Fee: $2,500 Amount Sent to CHPA Fee: $22,500 **Warehouse**	

Municipalities/ Town Council	Region	Fee for Single Family Residential	Fee for Commercial	Fee for Industrial
			CHPA Fee: $30,000 Total Council Fee: $15,000 10% Fee: $3,000 Amount Sent to CHPA Fee: $27,000 **Gambling Shop** CHPA Fee: $30,000 Total Council Fee: $15,000 10% Fee: $3,000 Amount Sent to CHPA Fee: $27,000 **Private Shop** CHPA Fee: $25,000 Total Council Fee: $15,000 10% Fee: $2,500 Amount Sent to CHPA Fee: $22,500 **Ice Cream Shop** CHPA Fee: $25,000 Total Council Fee: $15,000 10% Fee: $2,500 Amount Sent to CHPA Fee: $22,500 **Meat Shop** CHPA Fee: $25,000 Total Council Fee: $15,000 10% Fee: $2,500 Amount Sent to CHPA Fee: $22,500	

Municipalities/ Town Council	Region	Fee for Single Family Residential	Fee for Commercial	Fee for Industrial
Linden Town Council	10	Building Application Form: $1,000 1 to 700 Square feet: $3000 701 to 1200 square feet: $7000 1201 square feet and over: $12000 Renewal of Plans: $3000 Illegal Construction Residential: $30,000 Renewal of draughtsman: $10,000 (annually)	Illegal Construction Shop $50,000 Sawmill and large-scale business $100,000 No objection letter for bank: $10,000 Late fee: $5000	

THIRD SCHEDULE **Reg. 11**

FEES

No.	DESCRIPTION OF SERVICE	USER FEES
1.	**Subdivision**	
	(a) Application for approval in principle	A fixed fee of $2000 per application
	(b) Application for approval of a Planning Scheme:	A fixed fee of $5000 per application.
	(c)Application for approval of sub-division proposal for transport for building (Residential) Purposes:	A fixed fee of $2000 for application plus $300 per each lot up to ten lots and $100 per lot thereafter to a maximum fee of $25,000.
	(d) Application for approval of sub-division proposal for Transport for building (other than Residential) Purposes:	A fixed fee of $3000 per application, plus a fee of $100 per acre up to fifty acres and $50 per acre thereafter to a maximum fee of $25,000. Note: Included in this category are applications

No.	DESCRIPTION OF SERVICE	USER FEES
		for Transport for Industrial and Cultivation Purposes.
	(e) Application for transport partly for building purposes and partly for cultivation purposes:	A fixed fee of $2000 per application plus $300 per lot for building purposes and a further fee of $100 per acre for cultivation purposes.
2.	**Land Use Permits-Residential/Commercial**	
	(a) Applications for land use clearance for all commercial undertakings other than Liquor Restaurants, Offices and Industrial Undertakings	A fixed fee of $2,000
	(b) Each Residential/Commercial proposal which includes that a liquor establishments more than 1000 sq. ft. (90m20)	$4000
	(c) Each building application for commercial purposes other than a shop or liquor establishments, e.g., food restaurant	$3000 per application
3.	**Land Use Permits-Industrial**	
	(a) Industrial Building - Each building application for industrial purposes	$10,000 per application Note: Included in this category are applications for Service Stations and Warehouses.
	(b) The re-issuance of the copy of an approval for Planning Permission	$500
	(c) Whenever a Local Authority refers a building application to the Central Housing and Planning Authority for processing	The Local Authority shall retain 10% of all fees collected and the remainder shall be remitted to the Central Housing and Planning Authority.
1.	**EXEMPTIONS** (a) Government agencies (including Central Housing and Planning Authority and Regional Democratic Councils) - Religious and Community-Based Organizations, and- Local Authorities, where the Local	

No.	DESCRIPTION OF SERVICE	USER FEES
	Authority, itself wishes to undertake development proposals.	
	(b) all applications for land use clearance for the following: - Offices - Liquor Establishments - Industrial Establishments	A fixed fee of $3000
	(c)All fees for land use permits are payable directly to the Central Housing and Planning Authority. Where an application for land use permit includes proposals for a commercial undertaking(s) plus any of those in category 4(b)	$4000 per application.
5.	**BUILDING APPLICATIONS** (a) Commercial Buildings - Each Shop less than 1000 sq. ft. (90m2):	$1500
	(b) Each Shop more than 1000 sq. ft (90m2)	$ 2500
	(c) Each Residential/Commercial application less than 1000 sq. ft (90m2)	$2000
	(d) Each Residential/Commercial application more than 1000 sq. ft (90m2)	$3000
	(e) Commercial proposals for Liquor Establishments are excluded from the third and fourth category. – Each Residential/Commercial or Commercial proposal which includes that of a liquor establishment less than 1000 sq. ft (90m2)	$3500
6.	**Fee for Commercial** Building Applications **(a) Commercial- less than 1200 sq. ft** - Liquor Establishment - Hotels, Discotheque, Food Restaurant with Bar - Other	 $10,000 $10,000 $5,000
	Fee for Commercial Building Applications	

No.	DESCRIPTION OF SERVICE	USER FEES
	(b) Commercial- more than 1200 sq. ft - Liquor Establishment - Hotels, Discotheque, Food Restaurant with Bar - Other	 $15,000 $25,000 $10,000
7.	**Fee for Industrial** **(a)** Building Applications - Industrial- less than 1200 sq. ft (Vulcanizing shop, Spray Painting Workshop, etc.)	$10,000
	- Industrial- more than 1200 sq. ft (Funeral Parlour, Warehouse, Major Industrial Undertakings	$30,000
8.	**Change of Use Commercial** (excluding offices, liquor establishments and industrial undertakings)	$5,000
9.	**Change of Use Commercial/Industrial** (including offices, liquor establishments and industrial undertakings)	$15,000

Made this 11th day of May, 2024.

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Hon. Collin Croal, MP
Minister of Housing and Water