

# APPLICATION FOR DEVELOPMENT PERMISSION

(Form PA 1/02) in terms of the Development Planning Act 1992

Awtorità ta' Malta dwar l-Ambjent u l-Ippjanar,  
St Francis Ravelin, Floriana CMR 02 Tel: 22900000 Fax: 22902295



For office use only

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## 1 Applicant (Please complete in block letters)

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

ID No: \_\_\_\_\_ Postcode: \_\_\_\_\_  
Tel No: \_\_\_\_\_ Mobile: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_

## 2 Perit (Please complete in block letters)

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Your ref. for this application: \_\_\_\_\_

ID No: \_\_\_\_\_ Postcode: \_\_\_\_\_  
Tel No: \_\_\_\_\_ Mobile: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_

## 3 (a) Category of application (Tick ONE box ONLY)

- B1 Full development permission  
 B2 Outline development permission  
 B6 Renewal of development permission  
 B7 Amended development permission  
 B10 Approval of details reserved by permit condition

## (b) Type of development (tick more than one box if appropriate)

- B3 Quarrying / Minerals extraction - Use separate form  
 B4 Internal alterations not permitted by DNO  
 -- Development cleared by Malta Tourism Authority  
 B5 Advertisement consent  
 B8 Telecommunications antennae  
 B9 Householder development permission  
 B11 Scheduled Property consent  
 Other (specify): \_\_\_\_\_

## (c) Supplementary forms attached (where required)

- B12 Additional information form (required for new offices, shops, hotels, commercial, industrial, warehousing, leisure or mixed development)  
 C2 Additional information on swimming pools  
 Other (specify): \_\_\_\_\_

## 4 Location of proposed development (Please use block letters)

Property name: \_\_\_\_\_ Door No. \_\_\_\_\_  
Street name(s): \_\_\_\_\_  
Locality: \_\_\_\_\_ Local council: \_\_\_\_\_

## 5 Description of proposed development (Describe ALL project components. Indicate both SCALE and TYPE of development proposed. Include number of units. Describe ALL proposed alterations in detail. For extensions, indicate number of additional storeys.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## 6 List of plans and drawings

Please TICK, if continuation sheets are attached

Plan/Drawing title	Your unique ref
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	

## 7 (a) Development Profile

Site area (m<sup>2</sup>): \_\_\_\_\_

	Existing		Proposed	
	Floors	Basements	Floors	Basements
No. of floors & basements				
Total floorspace (m <sup>2</sup> )				
Number of dwelling units				

## (b) Main use of the site/buildings

Existing: \_\_\_\_\_  
Proposed: \_\_\_\_\_

**8 OUTLINE DEVELOPMENT PERMISSION ONLY** **B2**

*(Please TICK and DESCRIBE in detail those matters that are reserved for further approval)*

- Siting  \_\_\_\_\_
- Design  \_\_\_\_\_
- Means of access  \_\_\_\_\_
- Landscaping  \_\_\_\_\_
- External appearance  \_\_\_\_\_
- Technical studies  \_\_\_\_\_
- Method statement(s)  \_\_\_\_\_
- Other (*specify*)  \_\_\_\_\_

**Perit's declaration (outline applications only)**

I, the undersigned Perit, hereby declare that to the best of my knowledge all the technical content contained in this application and on the submitted plans is correct and complete.

Signed \_\_\_\_\_

Perit (*Official stamp*) \_\_\_\_\_

Date \_\_\_\_\_

**9 ADVERTISEMENT CONSENT ONLY** **B5**

Type of advertisement (*Tick as appropriate*):  Billboard  Projecting Sign  
 Fascia sign  Other (Specify): \_\_\_\_\_

For how long is consent required?  Indefinite  If not indefinite, date of expiry: \_\_\_\_\_

Is illumination required?	<input type="checkbox"/> No	<input type="checkbox"/> Yes		
If yes, describe the type of illumination:	<input type="checkbox"/> Internal	<input type="checkbox"/> External	<input type="checkbox"/> Static	<input type="checkbox"/> Intermittent

Is the applicant the owner of the land or building?  Yes  No

**If NO, the owner must complete the following declaration:**

I, the undersigned \_\_\_\_\_ (ID card number: \_\_\_\_\_), as owner of the land or building to which the advertisement(s) are to be fixed, hereby give permission for the display of the advertisement(s).

Signed \_\_\_\_\_ Date \_\_\_\_\_

**10 RENEWAL OF PERMISSION or AMENDED PERMISSION ONLY** **B6-B7**

Reference number of development permission that is currently valid: \_\_\_\_\_

Expiry date of currently valid permission: \_\_\_\_\_

**(A full development permit application is required if the permission has expired)**

Describe in detail the differences between this proposal and the current permission:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

List the approved plan numbers (of the existing valid permit) which are to be amended:

\_\_\_\_\_  
 \_\_\_\_\_

*If there are any differences between this proposal and the existing valid permit, this will be treated as an application for amended permission. An application for full development permission is required if there is a significant change in the form or content of the development.*

**11 TELECOMMUNICATIONS ANTENNAE ONLY****B8**

Description of apparatus (*Include technical specifications of the receiver, decoder, low noise block and antenna—preferably a manufacturer's brochure*)

\_\_\_\_\_

\_\_\_\_\_

Maximum height above ground level (m): \_\_\_\_\_

Are there any other antennae on the site ?

 Yes

 No

If yes, describe and indicate on plan: \_\_\_\_\_

**12 APPROVAL OF DETAILS RESERVED BY CONDITION ONLY****B10**

Reference number of related permission: \_\_\_\_\_

Date of expiry of related permission: \_\_\_\_\_

(*An application for full development permission is required if the related permission has expired*)

**Permit conditions to which this application relates:**

Condition no.	Summary of permit condition

**Permit conditions still outstanding after this application:**

Condition no.	Summary of permit condition

**13 APPLICATIONS IN SCHEDULED PROPERTY, PROTECTED AREAS or OTHER CONSERVATION AREAS**

- *SCHEDULED PROPERTY* refers to buildings, sites or areas specifically declared under Sections 46-48 of the Development Planning Act.

- *PROTECTED AREAS* refers to sites specifically declared as protected under the Environment Protection Act or other legislation.

- *OTHER CONSERVATION AREAS* include Urban, Rural and Marine Conservation Areas as well as existing Village Cores.

**Tick ALL the categories that apply:**

Type of scheduling, protection or designation	Govt. Notice No. (where applicable)	Property ref.	Name and description of building, site or area
<input type="checkbox"/> Urban Conservation Area / Village Core			
<input type="checkbox"/> Rural Conservation Area			
<input type="checkbox"/> Marine Protected Area			
<input type="checkbox"/> Scheduled / listed building			
<input type="checkbox"/> Archaeological site			
<input type="checkbox"/> Area of landscape value			
<input type="checkbox"/> Area of ecological and/or scientific value			
<input type="checkbox"/> Scheduled/protected tree/s			
<input type="checkbox"/> Area of agricultural value			
<input type="checkbox"/> Spec. Area of Conservation			
<input type="checkbox"/> Other:			

**14 Access**

**This development includes or entails:**

- A new vehicular access  Yes  No

- An altered access  Yes  No

Name of affected roads (& indicate proposed changes on plan):

\_\_\_\_\_

\_\_\_\_\_

**15 Trees**

**This development involves or entails:**

- Felling of trees  Yes  No

Indicate location and species of affected trees on plan number(s)

\_\_\_\_\_

**16 Water, Sewage and Electricity**

What is the source of water supply? \_\_\_\_\_

How will foul sewage be disposed of? \_\_\_\_\_

How will surface water run-off be disposed of? \_\_\_\_\_

What is the maximum electrical power requirement for this development (KVA)? \_\_\_\_\_

**17 Alignment/levels** Does the development require alignment/levels to be set?  Yes  No

**18 Previous applications, permits, clearances, notifications and enforcement notices on this site**  
(to include all PAPB, PA, GDO/DNO, SE and ECF cases, providing the respective reference number as used by Authority)

MEPA reference no.	Description	Expiry

**19 (a) Perit's declaration** (except for outline applications)

I, the undersigned Perit, hereby declare that to the best of my knowledge all the technical content contained in this application and on the submitted plans and drawings is correct and complete, and that I shall undertake the direction and responsibility for the works referred to in this application according to Article 97(o) of the Code of Police Laws (Chapter 10).

\_\_\_\_\_

**Signed** **Perit (Official Stamp)** **Date**

**(b) Applicant's declaration (ALL applications)**

I apply for development permission and declare that, to the best of my knowledge, all the information contained in this application and on the submitted plans is correct and complete.

\_\_\_\_\_

**Signed** **Applicant (Block Letters)** **Date**

**20 Certificate of Ownership A (Applicant is the sole owner of the site)**  
If Certificate of Ownership B (other, known owners exist) or C (one or more owners unknown) is required, please attach to the application with all relevant documentation.

I certify that nobody except the applicant is the owner of any part of the land to which this application relates, as shown in red ink on the accompanying plans.

\_\_\_\_\_

**Signed** **On behalf of/in my own name** **ID Number** **Date**

**21 Attachments and drawings checklist** (to be completed by Perit)

<input type="checkbox"/> Building Levy fee receipt attached	<input type="checkbox"/> Appropriate Certificate of Ownership completed/attached
<input type="checkbox"/> All required questions answered	<input type="checkbox"/> Full description of proposed development & site location
<input type="checkbox"/> Required copies of application form and plans	<input type="checkbox"/> All drawings folded to A4 size and duly collated
<input type="checkbox"/> All drawings titled and signed by the Perit	<input type="checkbox"/> Use of rooms indicated on drawings
<input type="checkbox"/> Colour & type of all external materials indicated	<input type="checkbox"/> For Change of Use, area affected clearly indicated
<input type="checkbox"/> Three sets of colour photos, on an A4 sheet	<input type="checkbox"/> Malta Tourism Authority clearance attached where required
<input type="checkbox"/> Additional information fully attached as required	<input type="checkbox"/> Other (specify):

**NB: Application may be rejected at the front desk if requirements are incomplete, unclear, insufficient or erroneous.**

**PLEASE READ THE FOLLOWING CLAUSE BEFORE SIGNING**

**DATA PROTECTION CLAUSE**

In terms of the Data Protection Act (Chapter 440 of the Laws of Malta), we will process any personal and/ or sensitive data supplied on/ in this application, request or notification form or subsequently supplied by yourself, whether orally or in writing, for all or any of the following:

1. The proper processing of your application, request and/or notice as submitted;
2. Preventing, detecting and/or prosecuting fraud and any other criminal activity which the Authority is bound to report and/or act upon whilst meeting any other specific legal or regulatory obligations;
3. Establishing, exercising or defending any legal action;
4. internal management, research and statistics, systems administration, the development and improvement of our services;
5. the protection and promotion of our legitimate interests and the proper conduct of our obligations arising under any law or statutory instrument; and
6. to make public the necessary information as specified in the relevant law and/or instrument.

Relevant data will be disclosed or shared as appropriate with all our employees and with other third parties if pertinent to any of the purposes listed above.

Every field on the form is mandatory. Should you fail to fill in any mandatory field, we reserve the right to refuse the application. Should any field be inapplicable to your particular circumstances please mark that field with the letters "N/A".

You have the right to require that we provide you with access to your personal data as well as the right to rectify, or, in appropriate circumstances, erase any inaccurate, incomplete or immaterial personal data which is being processed. However, you are required to inform us immediately of any alterations relating to your personal data which we are processing.

By signing this form, you confirm that you are giving your explicit consent, in terms of the Data Protection Act, on behalf of yourself and all the other persons specified in this form for the Authority to process your respective personal information as outlined above and you confirm that you have brought this Data Protection notice to the attention of these other persons and obtained their respective consents.

We undertake to implement appropriate measures and safeguards for the purpose of protecting the confidentiality, integrity and availability of all data processed.