

# CENTRAL HOUSING AND PLANNING AUTHORITY

## APPLICATION FOR INSTITUTIONAL DEVELOPMENT

### Pre-Application Consultation Details

Have you conducted any pre-consultation with CHPA to determine site issues and technical requirements for a "complete" application or other conceptual plans?

Yes

No

Would you like to conduct any pre-consultation with CHPA to determine site issues and technical requirements for a "complete" application or other conceptual plans?  Yes  No

If Yes, you will be provided a date for pre-consultation with the CHPA and other applicable agencies.

### 1.0 PROPERTY OWNER INFORMATION

Is Owner a company?  Yes  No

Company Name: \_\_\_\_\_

**Owner** Title:  Mr.  Miss  Mrs.

**Contact** Title:  Mr.  Miss  Mrs.

First Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Middle Initial: \_\_\_\_\_

Middle Initial: \_\_\_\_\_

#### Address:

Street Address: \_\_\_\_\_

State/Province: \_\_\_\_\_

Town/City: \_\_\_\_\_

Country: \_\_\_\_\_

Region: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

e-Mail Address: \_\_\_\_\_

Legal status of land \_\_\_\_\_ Date land acquired \_\_\_\_\_

YYYY-MM-DD

### 2.0 AGENT - APPLICANT DETAILS

**Note:** Unless otherwise notified, all correspondence will be forwarded to the agent on file.

Is Applicant a company?  Yes  No

Company Name: \_\_\_\_\_

**Agent:** Title:  Mr.  Miss  Mrs.

**Contact:** Title:  Mr.  Miss  Mrs.

First Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Middle Initial: \_\_\_\_\_

Middle Initial: \_\_\_\_\_

#### Address:

Street Address: \_\_\_\_\_

Town/City: \_\_\_\_\_

Country: \_\_\_\_\_

State/Province: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

e-Mail Address: \_\_\_\_\_

Agent is:  Owner  Lawyer  Architect  Power of Attorney  Planner  
 Contractor  Investor  Other \_\_\_\_\_

### 3.0 DESCRIPTION OF SUBJECT LANDS

Address (Please include a map):

Street Address: \_\_\_\_\_

Town/City: \_\_\_\_\_

Description of Land/Location: \_\_\_\_\_ Legal description: \_\_\_\_\_

Lot Area (ft<sup>2</sup>) \_\_\_\_\_ Lot Width (ft) \_\_\_\_\_ Lot Length (ft<sup>2</sup>) \_\_\_\_\_

Indicate the Land Uses on the abutting adjacent properties:

North: \_\_\_\_\_

South: \_\_\_\_\_

East: \_\_\_\_\_

West: \_\_\_\_\_

List any previous Land Uses on the subject lands, if known: \_\_\_\_\_ Does the land contain Known Resources: \_\_\_\_\_

Easement of Covenants  
 Yes  No \_\_\_\_\_

What is the existing use of the land?  
\_\_\_\_\_

Do the Subject Lands contain any areas of archaeological/historical heritage potential, or does the plan propose development of land that contains known resources or areas of such potential?  Yes  No

If "yes", please provide details.

Front Setback Required: \_\_\_\_\_ Side Setback Required: \_\_\_\_\_

Rear Setback Required: \_\_\_\_\_

**Site Proximity:**

Within 10 nautical miles of an Aerodrome(s):  Yes  No

Major river banks/coastal shorelines:  Yes  No

Within 50 feet of a Sea Defense Reserve:  Yes  No

Is the proposed development with the City of Georgetown sewage system?  Yes  No

## 4.0 PROPOSED DEVELOPMENT DESCRIPTION

What is the nature of the development proposal? Provide a detailed description:

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Total Developable Area (sq ft): \_\_\_\_\_ Lot coverage (%'age): \_\_\_\_\_  
Building Envelope Area (sq ft): \_\_\_\_\_ Parking Area (sq ft): \_\_\_\_\_  
Gross Floor Area (sq ft) of each floor: \_\_\_\_\_ Number of floors: \_\_\_\_\_  
Land Area (Acres): \_\_\_\_\_ Front Setback Provided: \_\_\_\_\_  
Rear Setback Provided: \_\_\_\_\_  
Side Setback Provided: \_\_\_\_\_

Outdoor Storage:

Yes  No  Do Not Know

If Yes, provide outdoor storage description:

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Is this a resubmission of an earlier application?

Are there any reserves, easements or restrictive covenants affecting this site? If so, provide descriptions and land use implication.

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Will there be outside storage of goods, vehicles or equipment?  Yes  No

If "yes", please describe below and indicate the purpose. Show on all applicable plans.

## 5.0 NATIONAL POLICIES

Is the development proposal consistent with Guyana's Low Carbon Development Strategy? Also, is it consistent with any applicable regional or town plan?  Yes  No

Are the subject lands within an area designated as agriculture/mining/forestry?  Yes  No

Is the development consistent with Applicable Regional or Town Plans?  Yes  No

Provide an explanation on how the requested application conforms to or does not conflict with the above policies.



## REQUIRED DOCUMENTS FOR INSTITUTIONAL DEVELOPMENT Cont'd

**Adjacent Lands Plan :-** *This document(s) should provide details of the dimensions and layout of the proposed lot and the size, height, elevations, spacing and building lines. Must also show access and drainage, position of building and apartment boundaries (easements), utilities, wetlands, etc.*

**Building Plan :-** *Dimensions and layout of the proposed lot and the size, height, spacing and building lines, floor plans and elevations, showing two elevations, floor plans and level of all floors and adjacent ground. Must also show setbacks that meet requirements. For **MARAD** needs, requires adequate information on the elevation of structures with respect to Georgetown Datum.*

**Preliminary Storm Water Management Plan :-** *A preliminary storm water management plan (identifying the manner in which storm water will be conveyed from the site) and a preliminary servicing strategy will be required with all applications for approval of a plan of subdivision.*

**Location Map:-** *Showing location and access to subject property, setbacks and adjacent uses*

**Structural Tests and Inspections Program**

## OPTIONAL DOCUMENTS FOR INSTITUTIONAL DEVELOPMENT

**Plan for Heritage Preservation :-** *If applicable provided details for Buildings and objects of artistic, architectural, archeological or historical interest*

**Plan for Natural Protection :-** *If applicable provided details for the preservation or protection of forest, trees, shrubs, plants and flowers.*

**Traffic Impact Report :-** *A traffic impact report may also be required at the discretion of the CHPA.*

**Environmental Impact Study :-** *Where a development proposal may impact upon a Natural Heritage Feature or other environmental considerations, as determined by the EPA, the proponent may be required to prepare an Environmental Impact Study.*

**Noise and Vibration Evaluation Study :-** *Applications proposing new development within XX metres may be required to submit noise and vibration evaluation study.*

**Built/Scoped Heritage Resource Impact Assessment :-** *Where a development proposal impacts upon a built heritage resource the proponent may be required to prepare a Built Heritage Resource Impact Assessment or a Scoped Built Heritage Resource Impact Assessment.*

**Development Restrictions :-** *This document(s) should provide details of the nature and extent of any restrictions affecting the land proposed to be developed, including restrictive covenants or easements.*