



In response to a request for information from the Tourism Development Corporation (TDC), the Town and Country Planning Division (TCPD) prepared guidelines for planning standards and requirements related to the establishment of Guesthouses and Bed and Breakfast enterprises.

- a) Under the TDC regulations, **Guesthouse** means a building having a minimum of **eight (8) bedrooms** each offering accommodation. This type offers limited service but emphasizes personal attention. This is usually owner-operated with a common area, separate from the owner's living quarters. Breakfast and dinner are served, there is limited parking and there may be shared bathrooms.
- b) The TDC considers a **Bed and Breakfast** operator or a **Host Home** as private, owner-occupied residences ranging from the simple to the elegant. Each home is different and decorated imaginatively to reflect the host's personal taste. **One to seven rooms (1-7)** are generally made available to transient visitors for a modest fee. Breakfast is the main meal served and is included in the charge for the room.

General Requirements

It is important to note that certain standards will be site specific because of location and/or size of parcel. The TDC should therefore guide all prospective applicants to use the following as guidelines, to ensure all the requirements are fulfilled.

Land Use Policy

The applicant should first ensure that the prospective site is in an area/location zoned for the proposed use, namely, the Divisions' allocated land uses of Residential, Commercial and Mixed Use (Residential-Commercial and Resort-Residential)

Sites located within other land use designations may be considered if they satisfy the required planning principles and conditions. This can be ascertained through discussion with the TCPD prior to any submission of an application.

Change of Use

Any existing development that was previously allocated another use through a Grant of Planning Permission by the TCPD, **must** apply to TCPD for a **change of use** to either Guesthouse Use or Residential/Bed and Breakfast Use

Density Policy

The density policy applied by the TCPD to any given area, will determine the amount of rooms that will be allowed at the proposed establishment.

Accessibility

The location and structural details of facilities should permit Universal Access, to and from the proposed/existing building. Wheelchair ramps are to be a minimum width of 1.25m and are to include handrails; the recommended grade for a wheelchair ramp is 1:12.

This requirement will be considered mandatory for all new developments that are five (5) beds and over. In all **new** developments consisting one to four (1-4) beds, consideration must be given to allocating a room at the ground floor level, with an ensuite fitted to the necessary requirements. A ramp to access the ground floor will be considered **mandatory**. All **existing** establishments will be **advised** to consider retrofitting for universal access.

Site Specific Requirements

For New Developments

The following site development standards are recommended for any new proposal for development.

Site Development Standards for Guesthouses	
PARKING	One (1) car parking space, 5.5m x 2.5m, must be provided for every two guest rooms. One (1) car parking space, 5.5m x 2.5m, must be provided for every 5m ² public dining space. One (1) car parking space, 5.5m x 2.5m, must be provided for every 40m ² office space. One (1) car parking space, 5.5m x 3.5m, must be provided near the entrance of any public building and be designated as parking for persons who may be disabled.
FLOOR AREA RATIO	The ratio of site area to gross building floor area (known as floor area ratio) must not exceed a maximum of 1.00 to 0.80.
BUILDING COVERAGE	The building coverage (i.e. the coverage of the site area by the building area) must not exceed 40%.

Site Development Standards for Guesthouses

SETBACKS	<p>A building line setback distance of 7.5m - 20m must be indicated from the property boundary along any major arterial road reserve.</p> <p>A building line setback distance of 4.5m must be indicated from the property boundary along all/any other road reserves</p> <p>Any proposed building shall be set back at ground and upper floor levels a minimum distance of 4.5m from all roads abutting the site.</p> <p>Any proposed building shall be setback at all floor levels a minimum distance of 3.5m from the rear property boundary.</p> <p>Any proposed building shall be setback at ground and upper floor levels, a minimum distance of 2.5m from the face of building and 1.25m from the edge of eave to either side property boundary.</p>
HEIGHT	Height will be determined according to the policy for the area and surrounding development.
MIN PLOT SIZE	1000m ²

Site Development Standards for Bed and Breakfast Establishments

PARKING	<p>One (1) car parking space, 5.5m x 2.5m, must be provided for every two bedrooms.</p> <p>One (1) car parking space, 5.5m x 3.5m, must be provided near the entrance of any public building and be designated as parking for persons who may be disabled.</p>
FLOOR AREA RATIO	The ratio of site area to gross building floor area (known as floor area ratio) must not exceed a maximum of 1.00 to 0.80.
BUILDING COVERAGE	The building coverage (i.e. the coverage of the site area by the building area) must not exceed 40%.
SETBACKS	<p>A building line setback distance of 7.5m - 20m must be indicated from the property boundary along any major arterial reserve.</p> <p>A building line setback distance of 4.5m must be indicated from the property boundary along all/any other road reserves</p> <p>Any proposed building shall be set back at ground and upper floor levels a minimum distance of 4.5m from all roads abutting the site.</p> <p>Any proposed building shall be setback at all floor levels a minimum distance of 3.5m from the rear property boundary.</p>

	Any proposed building shall be setback at ground and upper floor levels, a minimum distance of 2.5m from the face of building and 1.25m from the edge of eave to either side property boundary.
HEIGHT	Height will be determined according to the policy for the area and surrounding development.
MIN PLOT SIZE	465m ²

 For Existing Operators

To obtain the required TCPD approval, all existing operators are required to submit the requisite application for retention of the structure for bed and breakfast/guesthouse purposes.

Conclusion

It is recommended that this document be used as a guideline only. The applicant is advised that prior to any submission of an application, a discussion with the relevant planner from the Town and Country Planning Division is required.

Disclaimer: These Spatial Planning Guidelines are intended to guide applicants for planning permission. They do not constitute legal advice. Persons are cautioned to seek professional advice and refer to the relevant planning legislation, where necessary, before taking action in relation to any of the issues addressed above.