



Supplementary planning guidance

# Residential space standards

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## About supplementary planning guidance

The Minister for the Environment may publish supplementary planning guidance in the form of guidelines and policies in respect of: development generally; any class of development; the development of any area of land; or the development of a specified site<sup>1</sup>. Supplementary planning guidance is designed to operate under the Island Plan and is complementary but subordinate to it.

Supplementary planning guidance may cover a range of issues, both thematic and site specific, and provides further detail about either policies and proposals in the Island Plan, or other issues relevant to the planning process.

Where relevant, supplementary planning guidance will be taken into account as a material consideration when making planning decisions.

The current supplementary planning guidance is listed and can be viewed [online](#).

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<sup>1</sup> Article 6 of the Planning and Building (Jersey) Law

## 1. Introduction

This supplementary planning guidance has been adopted and published in accord with part of **Proposal 20** of the Bridging Island Plan which states that the Minister for the Environment will review, and issue revised supplementary planning guidance setting out new design standards for the design and specification of new homes to ensure that new residential accommodation can provide islanders with good quality homes.

This guidance was prepared following engagement with the Housing and Regeneration Team in the Cabinet Office and published for consultation in March 2023. This generated much constructive feedback and the Minister has carefully considered the responses received and made changes to the draft guidance. The revised guidance will assist with the consistent application and interpretation of **bridging Island Plan Policy H1 – Housing quality and design** (see policy at appendix 1).

Its adoption supersedes any previous guidance issued in relation to residential space standards, including:

- Planning Policy Note No.6 'A Minimum Specification for New Housing Developments' (1994);
- Draft Planning Advice Note No.1 'The Design of New Homes' (2005), which was used to inform the development briefs for the housing sites zoned in the 2002 Island Plan; and
- Ministerial Decision MD-PE-2009-13, 'Minimum Specification for New Developments' (2009), relating to an increase in minimum home sizes, which was approved on an interim basis.

It is principally aimed at those involved in the planning and design of any new residential development and it will also assist decision-makers in the determination of planning applications for residential development.

The operation and use of this guidance will be monitored during the plan period of the bridging Island Plan and its effect considered as part of any subsequent review of guidance or Island Plan policy.

## 2. Context

The design of the built environment and the buildings where we spend the majority of our time has a significant impact on our mental and physical health and wellbeing. This is particularly true of our homes which has been highlighted by the experience of the pandemic.

All islanders, regardless of their age, background, household composition, residential or financial status, have a right to be housed adequately. Creating a good sense of place, which can be defined as a community's permanent sense of belonging to somewhere of value, is a factor in achieving happy, healthy and mixed neighbourhoods and their future sustainability.

There is a clear need to provide more homes in Jersey. Planning for homes to meet the community's needs is not, however, just a matter of numbers, but also about creating good quality residential accommodation, which is responsive to the changing way we live, work and spend our leisure time, and to ensure that new development integrates with and can strengthen existing communities. Homes should be designed to be resilient and flexible, and responsive to the challenges of climate change.

Most of the homes to be delivered to meet the island's housing needs will be in the island's built-up areas, where higher density of development will be encouraged to make sure that we make best use of Jersey's limited supply of land. Denser, more compact forms of development, such as flats, apartments and maisonettes, can create thriving and vibrant communities, and places where people want to live. Other homes will also be created by the extension, sub-division or alteration of existing homes or through the conversion of existing buildings to residential use.

There is, however, a balance to be struck between the drive to use land more intensively, delivering the numbers of much needed new homes, while still creating successful places where people can live healthy lives.

Wherever new homes are provided, the creation of good quality residential accommodation is essential, regardless of their tenure, size and type.

The adoption and application of minimum space standards for residential development through the planning process has meant that the development of most new homes in Jersey are of reasonable space standard. There is a need, however, to review existing standards to ensure that they meet the needs of a diverse range of users, taking into account factors such as the ageing population and cultural differences; that they are adequate in size, fit for purpose and are adaptable to the changing needs of their occupants over time; and that they are appropriate relative to the context of needing to deliver more homes whilst creating great places to live.

## 3. Residential space standards and their use

### 3.1 Residential space as a material consideration

The residential space standards set out in this guidance are to be considered within the context of the Island Plan; they do not override policy considerations established by the plan but should be used to guide and test the adequacy of development proposals, relative to the established policy requirements.

Decision-makers will be required to have regard to this guidance, as a material consideration, in assessing proposals for new residential development and the extent to which development proposals comply with them.<sup>2</sup>

These standards deal with the amount, type and specification of space that is required to be provided – including both internal and external space - as an integral part of a development proposal involving the creation of new homes or extended residential accommodation.

The development and adoption of residential space standards helps to provide and ensure a more consistent approach to the assessment of development proposals, at both a pre-application and planning application stage.

The guidance also addresses the use of planning conditions and obligations that might be used to secure the provision and use of space relative to the occupation of the property; and the duration of occupation where property is designed for short-term use.

It is recognised, however, that there will be some limited circumstances where the blanket application of planning standards may be counter-productive in achieving the best design solution, or outcome for the existing and future community. Any variation from the adopted residential space standards will require justification but a flexible application of this guidance will be adopted where it can be demonstrated that:

- there are particular physical constraints of a site or a building which prevent the standards being met, and which otherwise can't be addressed by reducing development density and yield, or through suitable design alterations;
- there are other overriding planning considerations, such as managing and/or limiting the impact on protected listed buildings;
- in very limited circumstances and where there is exceptional justification, smaller homes are required to be provided in order to meet a proven housing need,<sup>3</sup> which might include residential accommodation designed for short-term occupancy or shared use.

Where any homes are proposed to be provided for short-term occupation there will also be a need to demonstrate that their use and occupancy can be effectively

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<sup>2</sup> See Article 6 (3) [Planning and Building \(Jersey\) Law 2002](#)

<sup>3</sup> Any proven housing need will require appropriate justification and the agreement of the Minister for Housing and Communities and/or the Minister for Economic Development, Tourism, Sport and Culture that there is an existing shortfall of a specific type of housing, and that the proposed development will serve to meet those, current and specific needs.

regulated to prevent medium- or long-term occupancy.

In all cases, any deviation away from adopted residential space standards will need to demonstrate that this would not be detrimental to the health and wellbeing of intended occupants or users of the development and the quality of place.

## 3.2 Definitions

### 3.2.1 Residential development

The standards in this guidance are designed to be applicable to all forms of residential development where planning permission is required, including:

- the construction of new houses or flats;
- the sub-division of existing dwellings into multiple units of accommodation;
- conversion of existing non-residential buildings, which might include incidental and ancillary buildings, into residential use; and,
- the substantive alteration and reconfiguration, or extension, of existing buildings in residential use.

These standards are applicable to the development of houses and flats, and other forms of residential development including age-restricted homes (e.g. for people over-55) and sheltered housing.

These standards do not apply to the development of residential institutions<sup>4</sup> including residential care homes and extra-care homes, children's or nursing homes.

Whilst all homes are required to meet the building bye-law requirements for access to and use of buildings<sup>5</sup>, these standards are not necessarily expected to facilitate fully independent living for wheelchair user dwellings which should meet design requirements that are specific for these types of dwellings.

Where no specific standards for a form of residential development are defined – such as lodging houses, staff accommodation or other forms of housing designed for short-term occupancy - residential space should be provided in accordance with a reasoned and site-specific assessment of provision, which will need to be set out as part of a planning application. This is considered further in section 5.0

The standards set out in this guidance apply to all forms of residential tenure, including owner-occupied, private- and social-rented housing. No distinction is made between tenures in terms of the amount of internal and external space to be provided.

In the case of extensions to existing residential buildings, the level of internal and external space required will be assessed relative to the overall level of potential occupancy of the resultant home.

Extensions to or sub-divisions of existing dwellings to create separate homes should be assessed in their own right against these standards.

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<sup>4</sup> Residential institution are defined under Schedule 2, Class J of the [Planning and Building \(General Development\) \(Jersey\) Order 2011 \(jerseylaw.je\)](#)

<sup>5</sup> See [Technical guidance document: Part 8 Access to and use of buildings](#)



For mixed use development, these standards should be used to assess the residential elements of the scheme only. This includes proposals for the use of upper floors over shops.

### **3.3 Planning conditions and obligations**

Planning permission may be granted where it is subject to conditions requiring certain matters to be addressed before the implementation or occupation of any completed residential development. Planning conditions may be used to ensure that the requisite provision of open space is made in accordance with approved plans prior to occupation and use of residential development.

Planning obligation agreements (POAs) may be similarly used to secure the direct provision of [and/or funding for] additional open space, that will be required as a result of development, particularly where this is off-site.

POAs may be used particularly to define and agree terms to support the implementation and long-term management of communal open space associated with residential development. This is a requirement for denser forms of development where there is a need to ensure the appropriate management of communal spaces and, at levels of 'superdensity' defined as 150 homes per hectare and above, more detailed information about future management and maintenance is required at the planning application stage<sup>6</sup>.

Where staff or lodging house accommodation is provided to be occupied for short, time-limited periods planning obligation agreements will be used to manage the length of occupation.

### **3.4 Other considerations**

A schedule of accommodation is required to be provided in support of a planning application for any residential development involving the creation of one or more homes: this should provide clear details about the number and type of homes, and the amount and type of internal and external space to be provided relative to the potential number of occupants (see appendix 2).

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<sup>6</sup> See [Density standards guidance.pdf \(gov.je\)](#)

## 4. Residential space standards

No amount of sensitive design can compensate for houses and flats that are too small.

The new minimum space standards at the heart of this guidance will improve residents' health and quality of life, and better ensure that new homes in the island are able to accommodate changing personal circumstances, including the needs of people with disabilities, and growing families. Closer assessment of development proposals and better use and application of minimum standards will provide more generous housing, encouraging sociable rooms within homes, giving individual family members private space when they need it, and ensure that residents have access to and can enjoy quality open space.

This section sets out essential minimum standards for the gross internal floor area (GIA) and private outdoor space for residential development. It provides some specific guidance on the size of some rooms and areas to be provided in a home. It also sets out minimum standards and specifications for the provision of external communal open space.

The standards are based on the number of occupants that a dwelling is designed to accommodate. Consideration is also given to the number of storeys of accommodation to be provided, and are applicable to both houses and flats.

By defining overall space standards for a range of occupancy levels and breaking these down into suggested standards for individual rooms, areas and spaces in a home, this guidance aims to ensure that new homes will meet current and future housing needs.

Whilst there is an expectation that minimum standards for room areas and dimensions will be met, where these standards cannot be satisfied the priority should be to accommodate the furniture and activity space required for the intended number of occupants while not falling below the minimum gross internal area (GIA).

These standards should be regarded as a minimum, and not a benchmark or upper limit to maximise density or yield. It is best practice to exceed them.

### 4.1 Internal living space

All new homes should meet or exceed these internal space standards. As well as meeting the provision of space, internal living space should be easy to use with layouts that are adaptable to facilitate the flexible use of space, increase living choices, enable home working and make life easier for people with disabilities. Every home should be flexible enough to accommodate a range of possible changes in circumstances.

Flexibility is the potential for rooms in a home to be used in a variety of ways without altering the building fabric. In practice, this means making individual rooms large enough to accommodate different types and arrangements of furniture, carefully considering the location of doors, windows and built-in furniture, and building in the potential for spaces to be linked or separated without moving walls or changing the position of openings.

Attention to the location of structural supports can, however, also enable changes to the building fabric more easily. This can enable the creation of new openings in internal walls, or allow the use of demountable partitions which are clear of services such as pipes and cables, to maximise the potential use of a space.

Marginally higher ceilings in the main living spaces (2.5m minimum) can enhance how spacious and comfortable a dwelling is and improve the amount and quality of natural light and ventilation, as well as providing flexibility, in the use of a room.

#### **4.1.1 Gross internal area**

The internal floor area of homes in this guidance is defined as the minimum gross internal areas (GIA) for new homes (including conversions/change of use and subdivisions) and is expressed in square metres.

This embraces and allows for the minimum amount of space to be provided for living room, dining room and kitchen space; and bedrooms, based on its potential occupancy. It also gives consideration to the amount of circulation and storage space; and the number of bathrooms and toilets which are considered necessary for each dwelling type relative to its level of potential occupation and use.

For dwellings designed for more than six people, at least 10 sq m gross internal area should be added for each additional person. For dwellings with more than three storeys of accommodation, an additional minimum of 8 sq m of living space should be added per floor to accommodate internal staircases and landings.

Any area with a headroom of less than 1.5m should not be included within the GIA unless used solely for storage. Any other area that is used solely for storage and has a headroom of 0.9m-1.5m (such as in a loft, where it is easily accessible and boarded) may contribute 50% of its floor area to GIA, and any area lower than 0.9m should be excluded.

The provision of additional rooms - including utility rooms, studies, playrooms, home cinemas, gyms and en-suite bathrooms or shower rooms - is generally encouraged but will require additional floor area above the minimum GIA to avoid compromising the space and functionality of other parts of the home. They should not be included as part of the GIA.

To ensure that the homes provided remain accessible to islanders and best meets housing needs, GIA should not exceed 279 sq m<sup>7</sup>.

#### **Guidance 4.1.1**

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**Proposals for residential development should meet or exceed the minimum space standards for gross internal area, based on the level of potential occupancy, set out in table 1.**

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<sup>7</sup> See [Density standards guidance.pdf \(gov.je\)](#) and [Housing outside the built-up area guidance.pdf \(gov.je\)](#)

Bedrooms	Potential occupancy (bedspaces)	Single storey dwelling	Two storey dwelling	Three storey dwelling
1	1	41/43 <sup>8</sup>		
	2	52	59	-
2	3	63	74	-
	4	77	84	-
3	4	79	87	97
	5	88	97	106
	6	98	106	112
4	5	93	101	107
	6	102	110	115

**Table 1:** Minimum gross internal area (GIA) sq m

#### 4.1.2 Living, dining and kitchen space

The combined area of the living room, dining room and kitchen is an important measure of the quality of space within a home.

These standards set out the minimum combined area to be provided for these spaces but their configuration is a matter for the designer and developer.

An open-plan layout of living, dining and kitchen spaces is often considered to be the market preference, but there are times when it is preferable to achieve a degree of separation, at least between the living space and the work area of the kitchen.

Where an open-plan layout is proposed, the measured living room, dining room and kitchen floor area should be clearly identified on associated plans and should not include the space immediately inside the front doors, or any circulation space needed to access other rooms.

Dwellings with three or more bedrooms should have two social spaces, for example a living room and a kitchen-dining room, both with external windows.

#### **Guidance 4.1.2**

**Proposals for residential development should meet or exceed the minimum space standards for the combined area of the living room, dining room and kitchen, based on the level of potential occupancy, set out in table 2.**

<sup>8</sup> Where a 1-bed/ 1-person home has a shower room a minimum GIA of 41 sq m should be provided; and in the case of a bathroom, the minimum GIA requirement is 43 sq m.

Designed occupancy	Minimum combined floor area living, dining and kitchen spaces (sq m)
1 person	21
2 person	24
3 person	27
4 person	30
5 person	33
6 person	36

**Table 2:** Minimum combined floor area of living, dining and kitchen spaces (sq m)

### 4.1.3 Bedroom space

People often use bedrooms for purposes other than sleeping, such as for work and study, or to relax away from the social spaces of the home. Children and young people need space in bedrooms for homework, play and hobbies, storing their belongings, entertaining friends, and spending time alone.

To ensure that all future homes will be comfortable when occupied to their full potential under any tenure, three simple principles apply:

- a primary double/twin bedroom should have a minimum floor area of 12.5 sq m, with any subsequent double/twin bedroom at 11.5 sq m minimum;
- each single bedroom should provide one adequate bed space. A floor area of 8 sq m is considered the essential minimum for homes with more than one bedspace.

A home designed for single-person occupancy should have a minimum bedspace of 11.5 sq m.

- all rooms capable of providing adequate bed space i.e. 8 sq m and above, should be counted when declaring the potential occupancy level of the dwelling

Double and twin bedrooms have the same recommended minimum floor area to encourage designers to design rooms suitable for adults or children, with one double bed or two single beds. It will be important that the location of the door, window and any built-in furniture allows for this.

The bedspace for single-person homes should provide a minimum area of 11.5 sq m to provide greater flexibility in the use of the space, such as the provision of desk space for home working.

The floorspace taken up by built-in wardrobes in bedrooms can contribute to the minimum floorspace requirements for these rooms. In such circumstances, it should not, however, also be counted as contributing to the storage space requirements.

Home offices and rooms other than standard living spaces that exceed 8 sq m must be counted as a bedroom.

### Guidance 4.1.3

**Proposals for residential development should meet or exceed the minimum space standards for bedrooms, set out in table 3.**

Bedroom type	Minimum size (sq m)
Double/twin: primary	12.5
Double/twin: secondary	11.5
Single (where a home is designed for single-person occupancy)	11.5
Single (where a home has more than one bedspace)	8.0

**Table 3:** Minimum floor areas of bedroom spaces (sq m)

#### 4.1.4 Bathrooms and toilets

The minimum gross internal area (GIA) for dwellings provides sufficient space for one bathroom with a toilet in dwellings occupied by between two and four people; and one bathroom with a toilet and one additional toilet in dwellings occupied by five or more people.

The provision of additional bathrooms, shower rooms or toilets should be provided in addition to the minimum GIA relative to the potential occupancy of the accommodation.

#### 4.1.5 Storage space

The lack of storage space is an issue in most new homes. All homes should have adequate dedicated storage space, in addition to any space that may be provided in functional rooms such as bedrooms and living areas, including kitchens. Without adequate storage space, people's belongings will take space away from the rooms of the home and limit the functionality and enjoyment of them.

Dedicated storage cupboards should be free of hot water cylinders, boilers, heat exchangers or washing machines and all parts of the cupboard should be a minimum of 2m high internally.

Storage space for everyday household items including cleaning equipment needs to be readily accessible. Ideally, at least 50% of dedicated storage space should be accessible from circulation space; every home should have at least two built-in storage cupboards; with at least one on each floor.

Space also needs to be provided for other belongings which are only in seasonal or occasional use, (such as luggage or tools). Up to half of this dedicated storage space might be made in lofts, where they are easily accessible and boarded.

Dedicated storage space in kitchens should be provided for short-term separation and storage of waste and recycling. People also need suitable spaces outside habitable rooms<sup>9</sup> for waste and recycling bins, washing machines and for drying clothes.

Developers are encouraged to provide additional secure storage cupboards for individual dwellings at ground or basement level in flatted developments, and external storage for outdoor equipment in dwellings with gardens.

The provision of dedicated space for cycle parking should be in addition to the minimum GIA, minimum storage space and minimum open space requirements<sup>10</sup>. Cycle storage identified in habitable rooms or on balconies is not acceptable.

### Guidance 4.1.4

**Proposals for residential development should meet or exceed the minimum space standards for storage, based on the level of potential occupancy, set out in table 4.**

Designed occupancy	Minimum storage spaces (sq m): internal
1 person	2.0
2 person	3.0
3 person	3.0
4 person	4.0
5 person	5.0
6 person	6.0
	Minimum storage spaces (sq m): external
Flats without private gardens	2.0
Houses and flats with private gardens for up to 4 people	2.5
Houses and flats with private gardens for 5 or more people	3.0

**Table 4:** Minimum storage spaces (sq m)

<sup>9</sup> Bedrooms, living rooms, lounges and dining rooms are generally considered to be habitable rooms as these are the areas of a home where people spend most of their time. Bathrooms, hallways and landings, utility rooms and kitchens (unless a kitchen-diner) are not considered to be habitable rooms.

<sup>10</sup> See Parking standards (2023)

#### 4.1.6 Space for work and study

Flexible working patterns and wider access to the internet are making it possible for more people to work from home. This has become much more prevalent since the pandemic. The need to study, or space to do homework, is also a requirement for many different age groups.

Plans for residential development should demonstrate that all homes are provided with adequate space for home working or study. A minimum requirement is space to allow a desk, chair and filing cabinet or bookshelf to be satisfactorily accommodated, where there is still space to move around, in a room.

A suitable room may be the living room (in dwellings with 1-2 bedrooms), one of the bedrooms or a large hall or dining area, where there is sufficient space and natural light.

When homes are not fully occupied, people may choose to convert bedrooms into studies or home offices.

The provision of any dedicated home working space below 8 sq m will be considered as additional to (and not part of) the minimum GIA relative to the potential occupancy of the accommodation. Rooms over 8 sq m will be counted as bedroom spaces.

## 4.2 External open space

Creating spaces, where people can relax, enjoy nature and the weather, meet and socialise outside, is a critical design element of new homes, particularly where denser, more compact forms of residential development are being delivered. As such, well-designed and proportionate open space, both private and shared, should be an integral component of design for new residential development.

Open space, particularly green open space, is especially valuable in the island's built-up areas. This is particularly the case in St Helier where there is a need to provide more open space for town residents<sup>11</sup> and to enhance urban green infrastructure and biodiversity. In addition to benefits to health and well-being, green space can also help the island adapt to the effects of climate change by soaking up rainwater, attenuating flooding, and providing cooler environments. Sustainable urban drainage should also be provided in hard external areas with permeable surfaces.

### Guidance 4.2

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**Proposals for residential development should meet or exceed the minimum space standards for private and shared open space, set out in tables 4, 5, 6, 7 and 8, as appropriate.**

#### 4.2.1 Private open space

The provision of private open space should be afforded a high priority and, in general, the more private open space provided per home, the better. This guidance requires that

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<sup>11</sup> See [St Helier open space survey results 2018 \(gov.je\)](#) and [St. Helier Open Space Audit \(gov.je\)](#)



all dwellings should generally be provided with adequate private open space in the form of a garden, terrace or balcony.

Enclosing balconies as glazed, ventilated winter gardens will only be appropriate in limited circumstances, for example, where dwellings are exposed to high levels of noise and/or strong winds, particularly at high level. Winter gardens should be thermally separated from the interior, and the floor should be 'drainable' to avoid standing water.

Private open space standards have been established in the same way as internal space standards, by considering the space required for furniture, access and activities in relation to the potential number of occupants of a home. Consideration is also given to the amount and form of private open space that might be provided to different types of residential development in the form of houses and flats.

#### 4.2.2 Private open space: flats

The provision of open space for flats should provide sufficient space for either a meal around a small table, clothes drying, or for a family to sit outside with visitors. To enable this, the required minimum width and minimum depth for all balconies and other private external spaces is 1500mm. A minimum of 5 sq m of private outdoor space is required for all one- and two-person flats or apartments and an extra 1.5 sq m should be provided for each additional occupant.

To ensure the utility of these spaces, the minimum area of private open space should have at least four sides. Triangular and other irregularly-shaped balconies will need to be larger than the minimum area to satisfy this requirement.

Designed occupancy	Minimum private open space: flats (sq m)
1 person	5.0
2 person	5.0
3 person	6.5
4 person	8.0
5 person	9.5
6 person	11.0

**Table 5:** Minimum private amenity space: flats (sq m)

The location of the main private space should be optimised to make the most of the best views and orientation. Balconies should be designed to provide some shelter and privacy from neighbouring properties. This can be achieved using screens or by setting the balcony back within the facade.

Ideally, family homes with three or more bedrooms should be predominantly located on the lower floors of buildings, so that they provide safe, convenient access to, and overlooking of, outside play and amenity space.

Where the location of balconies exposes them to sources of noise, such as busy road, or strong winds, the provision of a glazed, ventilated winter garden may be an option, by exception. Issues of thermal separation from the interior of the flat, and drainage need close attention in the design and implementation of wintergardens.

All balconies should be designed to be free-draining, to avoid standing water.

### 4.2.3 Private open space: houses

The provision of open space for houses should provide sufficient private space for relaxing outside, socialising with family and friends, secure children’s play and clothes drying.

To enable this all houses should be provided with enclosed private gardens which are protected from public view with ground level access. In general, this is best achieved where they are behind the building line.

Front gardens will not normally be considered as contributing to minimum private space requirements for houses on account of the lack of privacy and limitations of use.

Private open space for houses should be of sufficient size and utility to meet the needs of the potential number of occupants. In general, this is best achieved where they extend across the width of the house. A minimum of 30 sq m of private outdoor space is required for all two person houses and an extra 10 sq m should be provided for each additional occupant, up to four-person occupancy; and 5 sq m per additional occupant thereafter.

Bedrooms	Potential occupancy (bedspaces)	Minimum private open space: houses (sq m)
1	2	30
2	3	40
	4	50
3	4	50
	5	55
	6	60
4	5	55
	6	60

Table 6: Minimum private amenity space: houses (sq m)

Where a new home has been formed by the sub-division of an existing house, sufficient space must be provided to ensure the appropriate level of private open space for the existing house, along with the provision of sufficient private outdoor open space to satisfy the requirements of the new homes(s).

Where new houses are built to minimum internal floorspace standards, consideration should be given to increasing the level of private open space provision above the minimum required for the original level of occupancy to afford the potential for an extension and increased occupancy in the future. Proposed extensions to houses which result in the loss of private open space may not be supported where these would result in less than the minimum requirement for open space relative to the potential occupation of the extended home.

Private open space may also accommodate detached incidental or ancillary buildings which can support the use, functionality and enjoyment of a home and meet external storage requirements and cycle parking. Any provision of these buildings is to be considered as additional to the minimum levels of private open space required.

Where a new development only just satisfies the minimum standard for private open space, permitted development rights may be restricted to avoid future over-development and loss of private space.

#### **4.2.4 Shared open space**

Shared open spaces can enable people to meet and socialise outside, and for children to play. Communal spaces designed to be shared by a smaller group of residents can work well in small and large developments. The most successful examples are overlooked by the households that share the space, engendering a sense of ownership among residents.

Shared open space might be provided in the form of communal landscaped or garden spaces on the ground floor and/or on the roof of a building. Exceptionally they might be provided as a glazed wintergarden. These spaces should be designed as dedicated open space, with appropriate form, function and utility. The orientation is open space important: spaces that receive some direct sunlight are used more frequently and enjoyed for longer periods throughout the year. Shared open space should not simply comprise the space that is left between buildings, parking and external circulation space.

The value and quality of communal open space is dependent on its appropriate management and maintenance, and thought should be given, at the outset, to how this will be achieved and delivered. Details of the use, management and maintenance should be provided as part of a planning application.

Where a residential development comprises a mix of houses and flats, the amount of open space to be provided should be based on the combination of the extent of space required relative to the number of flats and the site area of that part of the site provided for houses.

#### 4.2.5 Shared open space: space for play

Making sure that there are safe places for children to play, in well surveyed parts of new residential development, is critical to ensuring a child-friendly environment and will be encouraged in all residential schemes and required in schemes that deliver five or more homes.

The provision of dedicated space for children to play should be provided in addition to the minimum requirement for communal open space and the form and extent of it should be proportionate to the nature and extent of potential family accommodation provided, and the number of children that might use it.

Play space may be provided as outdoor play equipment, playscapes (landscape design that incorporates play features), space for ball games and dedicated space that encourages safe bike riding, skateboarding and scootering. In some circumstances, indoor communal space may form part of the space for play contribution, such as communal games rooms or youth facilities. Other types of space for play will be considered where the developer has undertaken appropriate consultation and there is clear evidence of community support.

#### 4.2.6 Shared open space: flats

New developments containing five or more flats should provide communal space on site, in addition to the provision of private open space.

The level of on-site provision – comprising private and shared open space – should be related to the potential occupancy of each home and the overall number of homes to be provided on the site, up to a maximum level of 25% of the site area.

This level of shared open space provision is in addition to any dedicated provision of space for play that is required to be provided.

Shared open space for the development of flats might be provided in a combination of different forms of open space. It should be designed as dedicated open space, with appropriate form, function and utility. Hard and soft landscaped spaces might be provided in the external outdoor spaces around residential buildings; gardens or terraces might be provided on the roof; or glazed wintergardens might be provided in an internal courtyard.

<b>Bedrooms</b>	<b>Potential occupancy</b> (bedspaces)	<b>Minimum shared open space: flats</b> (sq m) (up to a maximum level of 25% of the site area)
<b>1</b>	1	10
	2	15.0
<b>2</b>	3	18.5

	4	22.0
3	4	22.0
	5	23.0
	6	24.0
4	5	23.0
	6	24.0

**Table 7:** Minimum shared amenity space: flats (sq m)

It is accepted that there will be exceptional circumstances, such as the conversion of an existing non-residential building, where the on-site provision of communal open space, in accord with the minimum requirement, is challenging. In such exceptional circumstances, where appropriate justification can be provided, contributions to the provision of new off-site communal open space may be acceptable.

Where an off-site contribution is agreed, this will be secured by planning obligation agreement and may be delivered by the developer, an agreed delivery partner, or another third party. Financial contributions may be pooled with other communal open space contributions, but only where they remain within a safe walkable distance to the source development.

#### 4.2.7 Shared open space: houses

New developments containing five or more houses should provide communal space on site, in addition to the dedicated provision of space for play.

The type and quantum of communal space should respond to the likely future community who will live in the development and be located and designed in a way that will be proportionate and appropriate to their needs.

Communal open space for the development of houses might be provided in a combination of different forms of communal open space including hard and soft landscaped spaces and community gardens.

Development type	Minimum shared open space: houses
Five – nine houses	At least 5%, but up to 10% of site area
Ten or more houses	At least 10% of site area

**Table 8:** Minimum shared amenity space: houses

## 5. Other forms of residential development

It is recognised that, in very limited circumstances and where there is exceptional justification, there may be a requirement to provide smaller homes in order to meet a proven housing need or for some form of shared use.<sup>12</sup>

In all cases, any deviation away from adopted residential space standards will need to demonstrate that standard of living space is appropriate and would not be detrimental to the health and wellbeing of intended occupants or users of the development.

The provision of staff and lodging accommodation also needs to comply with other regulatory controls and standards for the purposes of registration (see section 6)

All new residential development also remains subject to compliance with building bye-laws, and matters such as adequacy of light, noise, insulation, ventilation, sanitation and provision of utilities and services will need to be considered and assessed relative to adopted building bye-law standards when a bye-law application is made.

### 5.1 Residential accommodation for short-term occupancy and lodging

The island's agricultural, tourism and construction industries are particularly reliant on the provision of accommodation to house staff, particularly migrant workers. This may be provided in the form of dedicated staff accommodation or lodging houses.

All islanders should be adequately housed. Where staff or lodging house accommodation is provided to be occupied for short, time-limited periods tied to a specific employment need greater flexibility may be adopted in terms of the minimum standards of residential accommodation to be provided.

In order for the adequacy of any such accommodation to be assessed, relative to the minimum standards, there is a requirement for applicants to set out the following:

- **Justification of need:** setting out the reasons why the accommodation is required. This should include evidence of engagement with and support from the Minister for Housing and Communities and the Minister for Economic Development, Tourism, Sport and Culture in terms of the need for this type and standard of residential accommodation to be provided.
- **Duration of occupation:** provision of details of the intended maximum length of occupation of the units of accommodation to be provided, together with details of a clear and enforceable mechanism to ensure that occupation beyond defined time limits can be appropriately managed and controlled.
- **Form of construction:** details as to whether the accommodation is of a temporary modular or permanent construction

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<sup>12</sup> Any proven housing need will require appropriate justification and the agreement of the Minister for Housing and Communities that there is an existing shortfall of a specific type of housing, and that the proposed development will serve to meet those, current and specific needs.

- **Schedule of accommodation:** which should set out, in detail, the size of living, dining and kitchen space; bedroom space; toilet and bathroom facilities; and storage space relative to the potential occupancy of the accommodation.

In the case of any shared living, dining and kitchen space; or toilet and bathroom facilities, the size and ratio of facilities to be provided, relative to the number of potential occupants, should be specified.

Details of the provision of and access to private and communal open space should also be given, with clear details about the location, nature and form of open space relative to the proposed units of accommodation.

In order to ensure that this accommodation is used for short-term occupation only, there will need to be a clear and enforceable mechanism to ensure that occupation beyond defined time limits can be appropriately managed and regulated.

The development of short-term worker accommodation should be considered a permanent development, except project-specific construction worker units which are provided on the development site with a clear and enforceable plan for their removal in the final stages of completion.

### **Guidance 5.1**

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**Proposals for staff or lodging house accommodation development should normally seek to meet or exceed the minimum residential space standards, but may be supported where they do not having regard to:**

- **justification of need;**
- **duration of occupation;**
- **form of construction; and**
- **schedule of accommodation.**

## **6. Consultation and other housing regulation**

This supplementary planning guidance is issued under the auspices of the Planning and Building (Jersey) Law 2002 and sets guidelines for the development and use of residential development to be considered through the planning process.

Other controls exist to regulate the occupation and use of residential accommodation relative to people's residential and employment status; and to establish and enforce standards for the health and wellbeing of residents, including tenants, staff and lodgers.

In all cases of proposed residential development, including the development of accommodation for staff and lodgers, consultation will be undertaken with Infrastructure, Housing and Environment (Environmental Health).

Consultation will also be undertaken with the Cabinet Office (Housing and Regeneration) to secure advice on housing need relative to any proposals for new residential development.

## Appendix 1: Bridging Island Plan Policy H1 – Housing quality and design

### Policy H1 – Housing quality and design

Proposals for the development of new homes, whether provided through the development of new buildings or the conversion, extension or alteration of existing buildings, should provide good quality accommodation and will only be supported where:

1. it provides easy to use and adaptable internal space; as well as private amenity space which meets or exceeds adopted standards;
2. it safeguards privacy and minimises exposure to noise
3. it maximises opportunities for daylight, sunlight and natural ventilation to internal spaces, avoiding single aspect plan forms; and
4. where relevant, it provides shared internal and external spaces that contribute to the creation of sustainable communities, where people can meet their neighbours.



## Appendix 2: Schedule of accommodation

For development involving the creation of a new home or more (whether by the development of a new home(s), or the extension and/or sub-division of an existing dwelling), a schedule of the accommodation to be provided should be submitted as part of the application.

It should also be updated and amended accordingly to reflect any changes to a proposed residential development scheme and that which is approved and completed, to include changes made at either the planning approval and/or building bye-law approval stages. Any updated schedule should form part of the approved documents.

This should include, as a minimum, the following information.

### Existing

- Number of existing homes on the site by tenure and type
- Number of habitable rooms per existing home

### Proposed

- Number of homes to be provided by tenure and type
- Net number of homes to be provided on the site by tenure and type
- Gross site area
- Net site area
- Density of development (dwellings per hectare)
- Density of development (habitable rooms per hectare)
- Number of dwellings by type (house or flat) and size (bedrooms)
- Schedule of accommodation by type and size (i.e. house or flats; and number of bedrooms) relative to:
  - potential occupants (bedspace, differentiating between single- and double-bedrooms)
  - living, kitchen and dining space
  - internal storage space
  - external/dirty storage space
  - external private open space
  - external communal open space
  - cycle parking provision, for residents and visitors
  - motorcycle parking provision, for residents and visitors
  - car parking provision, for residents and visitors
  - electric vehicle charging points (active and passive)

## Appendix 3: Glossary of terms

**Adaptable:** The ability to modify spaces for a new use or purpose by altering the physical fabric of the building, such as removing or moving internal walls or extending a property.

**Accessibility:** the ability of all people to reach, enter or move between places or facilities. This might be at an island level or might be at the level of a specific location, such as a particular site or building.

**Development:** the undertaking of any building, engineering, mining or other operation (including demolition) in, on, over or under the land. Development also includes the material change of use of land or of a building.

The planning definition of the term is given in Article 5 of the Planning and Building (Jersey) Law 2002, and planning permission is required for development.

Certain forms of development are classed as 'permitted development' and are granted automatic planning permission by the Planning and Building (General Development) (Jersey) Order 2011.

**Dual aspect:** a dual aspect dwelling is one with opening windows on two external walls, which may be on opposite sides of the building or on adjacent sides of a dwelling where the external walls of a dwelling wrap around the corner of a building.

One aspect may be towards an external access deck or courtyard, although the layout of the dwelling needs to be carefully considered in these cases to maintain privacy. The design of the dual aspect dwelling should enable passive/natural ventilation across the whole dwelling.

The provision of bay windows, stepped frontage, shallow recesses, or projecting facades does not constitute dual aspect.

**Dwelling or dwelling-house:** a self-contained unit of accommodation where all rooms in a household are behind a door, which the household controls; and where it is not a building containing one or more flats

**Families:** Households with at least one child under 18 years old.

**Flat:** means a self-contained separate set of premises that – (a) is constructed for use as a dwelling; (b) includes within it, for the exclusive use of the occupiers, a toilet and washing and cooking facilities; and (c) forms part of a building which is divided horizontally from another part of that building;

**Flexible:** The ability for spaces to accommodate a range of uses and respond to altered circumstances.

**Gross internal area:** (GIA) this is the area of a building measured to the internal face of the perimeter walls at each floor level. It includes the floor area of habitable and non-habitable rooms plus circulation and the area taken up by internal partitions. It does not include the area of external private open space.

The following list sets out guidance about what should and should not be included in the measurement of internal space when undertaking the dwelling space assessment.

Not to be included:

- perimeter wall thicknesses and external projections
- central lobby areas, passageways and other communal areas shared with other units.
- any space where the height to the ceiling is less than 1.5m (e.g. elements of rooms with sloping ceilings) unless used solely for storage. Any other area that is used solely for storage and has a headroom of 0.9m-1.5m (such as under eaves) may contribute 50% of its floor area to GIA, and any area lower than 0.9m should be excluded.
- porches, carports
- balconies (private, escape and access) and decks
- voids and air wells

- non-habitable basements, attics, thermal buffer zones or sheds.
- external storage space
- all space for purposes other than housing (e.g. garages).
- conservatories not forming an integral part of the habitable space

To be included:

- floor area measured between the inside faces of the finished enclosing walls of each unit, including the space taken up by the following:
- private staircases
- partitions and/or internal walls
- heating appliances, internal chimney breast projections
- internal porches forming an integral part of the habitable space
- internal storage space greater than 1.5m in height
- conservatories forming an integral part of the habitable space

**Habitable rooms:** bedrooms, living rooms, lounges and dining rooms are generally considered to be habitable rooms as these are the areas of a home where people spend most of their time. Bathrooms, hallways and landings, utility rooms and kitchens (unless a kitchen-diner) are not considered to be habitable rooms.

**Houses in multiple occupation:** means a dwelling where the use of where there is some sharing of living space and facilities .i.e. the living accommodation is not self-contained, by people who do not form part of the same household.

**Lodging house:** means any premises on which is conducted the business of providing lodging for six or more people with or without board, for reward, other than premises registered under the [Tourism \(Jersey\) Law 1948](#)

**Planning obligation agreements:** are legal agreements between a developer and the Minister for the Environment. They are made in order to ensure that the implications of new development are balanced by the provision of necessary infrastructure and services, the cost of which will be met by the developer.

It may require a developer to carry out certain works or make a capital contribution which reflects the implications of new development and may include the following provisions.

They can also be used to control and manage works on land which lies outside the boundary of the site which is the subject of an application.

**Public realm:** commonly defined as any space that is free and open to everyone including streets, squares, forecourts, parks and open spaces and also the space between and within buildings that is publicly accessible.

**Residential institution:** Class J of the Planning and Building (General Development) (Jersey) Order 2011 defines residential institutions as – (a) a home or institution providing for boarding, care and maintenance of children, old persons or persons under disability; (b) a convalescent home; (c) a nursing home; (d) a hospital; (e) a refuge; (f) a hostel.

**Staff accommodation:** residential accommodation that is provided specifically to meet the needs of people employed by the same business, usually required to house seasonal migrant workforce employed in the island's agricultural and tourism industries.

**Sustainable drainage systems (SuDS):** methods of managing surface water run-off in a way that mimics natural drainage processes or manages flows by capturing and recycling surface water within a given development, to reduce its overall water consumption. This can include features such as green roofs, and more natural features such as ponds, wetlands and shallow ditches called swales. Hard engineered elements, often used in high density developments, include permeable paving, attenuation storage and soakaways.

**Sustainable transport zone (STZ):** an area in the island defined by the Minister for the Environment on the basis of how easy it is to reach by various modes of transport; and the level of services and facilities it might offer. See the Minister for the Environment’s guidance on residential parking standards and the BIP proposals map.