

Tourism Sector

Licensing Procedures

LICENSING PROCEDURE FOR THE ESTABLISHMENT OF HOTELS

1st STAGE

Approval of Suitability of Plot of Land

Issued by the Regional Offices of Tourism.

2nd STAGE

Approval of Environmental Impact Study

Issued by the Directorate of Regional Planning and Environmental Development of Regional authorities.

3rd STAGE

Approval of Architectural Designs

The architectural designs are approved and officially stamped at EOT, Directorate of Tourist Facilities, Technical Services Section.

4th STAGE

Building Permit

Issued by the Town Planning Authority of the relevant Municipality.

5th STAGE

Operating License

The issuing Authorities for the special operating license/certificate are the Regional Tourism Offices.

LICENSING PROCEDURE FOR THE CONSTRUCTION OF CONFERENCE CENTRES

1st STAGE

Approval of Feasibility Study

Issued by the Directorate of Studies and Investments, Section of Tourist Investments of the Greek National Tourism Organisation (EOT).

2nd STAGE

Approval of Suitability of Plot of Land

Issued by the Directorate of Studies and Investment, Section of Planning of the Greek National Tourism Organisation (EOT).

3rd STAGE

Approval of Environmental Impact Study

Issued by the Directorate of Environmental Planning of the Ministry of Environment, Energy and Climate Change.

According to Law 4014/2011, the submission of a full environmental impact study is required.

4th STAGE

Approval of Architectural Designs

The architectural designs are approved and officially stamped at the Greek National Tourism Organisation (EOT), Directorate of Tourist Facilities, Technical Services Section.

5th STAGE

Building Permit

Issued by the Town Planning Authority of the relevant Municipality.

6th STAGE

Operating License

Issued by the Directorate of Studies and Investments, Section of Tourist Investments of the Greek National Tourism Organisation (EOT).

LICENSING PROCEDURE FOR TOURIST HARBOURS-MARINAS

According to Law 2160/93, three types of marinas are specified:

- i. Tourist harbours for private yachts. These harbours include both land and sea area facilities; private yacht anchorage, facilities for keeping boats on land, servicing of transit boats
- ii. Protected harbours, where maritime zones are created, offering lightly-equipped anchorage facilities
- iii. Hotel harbour facilities, in front of hotel units, to serve their clientele.

Licenses are issued by the Directorate of Tourist Harbours at the General Secretariat of Tourism, Ministry of Culture and Tourism.

TYPE I MARINAS

1st STAGE

Approval of Survey Planning

A file is submitted to the Directorate of Tourist Harbours of the Ministry of Culture and Tourism, in order to be forwarded to the permanent nine-member inter-ministerial committee of Tourist Harbours that decides on the advisability of creating a harbour. This committee approves or rejects the submission within four months.

2nd STAGE

Building Permits and Licenses for Creating a Marina

Within eight months from the approval of the Survey Planning, the interested party must submit the following supporting documents:

- * The final designs and studies required for the issuance of the building and other permits for all the types of work to be carried out
- * Environmental Impact Study
- * Time schedule of construction work
- * Documents showing the formation of an S.A. company
- * Declaration regarding the financing of all expenditures
- * Good performance guarantee issued by a Greek or EU bank
- * The Rules of the Port's Operation.

3rd STAGE

Operating License

Within two months from the completion of the construction work, an application is submitted to the Directorate for the granting of a license to operate.

TYPE II MARINAS

Procedure

The following supporting documents are required for the creation of a Type II marina (anchorage):

- * General topographical survey plans with exact location of the works and requested harbor zone clearly marked
- * General layout plan and description of the harbor works and shore installations
- * Environmental License

** Building permits and operating license as per Type I Marinas

The use and development of the anchorage is permitted by lease from the Greek State, with terms and conditions agreed upon beforehand. The works and the installations belong to the State.

TYPE III MARINAS

Procedure

Hotels with a capacity of more than 200 beds may build and operate Type III marinas (hotel harbour facilities) on condition that no other harbour for yachts operates within a distance of 1 kilometre.

The capacity for vessels within the harbour should not exceed 10% of the number of the hotel's rooms.

The procedures applying to Type II Marinas are followed for creation of the marina and for the operating license.

No fees are paid to the State for the first 20 years of operation of the marina. This time period may be extended by decision of the Ministry of Culture and Tourism.

LICENSING PROCEDURE FOR THE ESTABLISHMENT OF THALASSOTHERAPY CENTRES

1st STAGE

Approval of Feasibility Study

Issued by the Directorate of Studies and Investment, Section of Tourism Investment of the Greek National Tourism Organisation (EOT).

2nd STAGE

Approval of Suitability of Plot of Land

Issued by the Directorate of Studies and Investment, Section of Planning of the Greek National Tourism Organisation (EOT).

3rd STAGE

Approval of Environmental Impact Study

Issued by the Directorate of Environmental Planning of the Ministry of Environment, Energy and Climate Change.

4th STAGE

Approval of Architectural Designs

The architectural designs are approved and officially stamped at Greek National Tourism Organisation (EOT), Directorate of Tourist Facilities, Technical Services Section.

5th STAGE

Building Permit

Issued by the Town Planning Authority of the relevant Municipality.

6th STAGE

Operating License

Issued by the Directorate of Studies and Investments, Section of Tourist Investments of the Greek National Tourism Organization (EOT).

LICENSING PROCEDURE FOR THE CONSTRUCTION OF GOLF COURSES

1st STAGE

Approval of Environmental Impact Study

Study is submitted to the Directorate of Environmental Planning of the Ministry of Environment, Energy and Climate Change.

2nd STAGE

Approval of Suitability of Plot of Land

Issuing authority for the application submission is the Directorate of Studies and Investment, Section of Planning of the Greek National Tourism Organisation (EOT).

3th STAGE

Approval of Architectural Designs

The architectural designs are approved and officially stamped at Greek National Tourism Organisation (EOT), Directorate of Tourist Facilities, Technical Services Section.

4th STAGE

Building Permit

The issuing Authority for building permit is the Town Planning Office of the local Municipality.

5th STAGE

Operating License

Issued by the Directorate of Studies and Investments, Section of Tourist Investments of the Greek Tourism Organization (E.O.T.).

LICENCING PROCEDURES FOR INTEGRATED TOURIST RESORTS

1st STAGE

JOINT MINISTERIAL DECISION FOR THE APPROVAL OF NEW INTEGRATED TOURIST RESORTS

For the issuing of a Joint Ministerial Decision approving new Integrated Tourist Resorts, the investor must submit an application and the supporting documents listed below to the Investor Support Department of the Special Authority for the Promotion and Licensing of Tourism Investments:

- General layout plan, in scale, for the buildings and facilities
- Documents supporting the suitability of the plot for the development of an Integrated Tourist Resort and, where necessary, additional documentation regarding the suitability of the plot according to Ministerial Decision 177/1.2.2012 (Official Government Gazette 319/B/14.2.2012)
- Preliminary Determination of Environmental Requirements, if available
- Environmental Impact Study

The Investor Support Department of the Special Authority for the Promotion and Licensing of Tourism Investments assesses if the application file is complete, and ensures that the necessary supporting documents are provided by the investor. When all relevant documents have been submitted, the Environmental Impact Study is forwarded to the appropriate environmental authority, to complete the process of issuing an Environmental Licence, and the documents regarding the suitability of the plot are forwarded to the Town Planning Authority of the Special Authority for the Promotion and Licensing of Tourism Investments, to issue an Opinion.

2nd STAGE

APPROVAL OF ARCHITECTURAL DESIGNS AND LANDSCAPING STUDIES

- The investor submits an application and the supporting documentation regarding the building code standards according to Ministerial Decision 177/1.2.2012, to the Investor Support Department of the Special Authority for the Promotion and Licensing of Tourism Investments
- The architectural designs and landscaping studies are approved by the Town Planning Office of the Special Authority for the Promotion and Licensing of Tourism Investments, in accordance with the current legal provisions.
- If changes and adaptations are made to an existing structure or structure under construction in an Integrated Tourist Resort, the construction must have all the

necessary permits or there must be the possibility of completing the issuance of the permits according the existing provisions and procedures.

Before the architectural design is submitted for approval (Stage B), any sections or areas of the project that do not have a permit must receive a permit or the relevant planning authority must certify that the project is in the process of receiving a town planning or functional permit.

3rd STAGE

BUILDING PERMIT

The issuing authority for the building permit is the Town Planning Office of the Special Authority for the Promotion and Licensing of Tourism Investments. The permit can only be obtained after a permit has already been issued by the Town Planning Office of the local Municipality (Official Government Gazette 237/A/05.12.2012, article 19).

4th STAGE

ESTABLISHING HORIZONTAL OR VERTICAL CO-OWNERSHIPS AND THE ISSUING OF THE MINISTERIAL DECISION REGULATING CO-OWNERSHIP AND OPERATION OF INTEGRATED TOURIST RESORTS

A notarised document regarding the establishment of horizontal or vertical co-ownerships and the regulation regarding co-ownership and operation of the Integrated Tourist Resort must be submitted to the Investor Support Department of the Special Authority for the Promotion and Licensing of Tourism Investments, in accordance with the provisions of paragraph 3, article 8 of law 4002/2011 and Ministerial Decision 125 Official Government Gazette 195/B/2012.

5th STAGE

SPECIAL OPERATING LICENCE FOR INTEGRATED TOURIST RESORTS

The provisions of article 17 of law 3498/2006, as they currently stand, apply to the issuing of the special operating licence for Integrated tourist Resorts.