

# Clare County Council Comhairle Contae an Chláir Planning Application Form



**This Application form consists of the following four parts:**

- Part 1** To be completed by all applicants  
**Part 2 (a)** To be completed in respect of applications for all Dwellings  
**Part 2 (b)** To be completed in respect of applications for Dwellings in the Countryside  
**Part 3** To be completed in respect of applications for Industrial & Commercial development  
**Part 4** To be completed in respect of applications for Agricultural development  
**Declaration** To be completed by all applicants

**Before filling out this form please note the following:**

Failure to complete this form or attach the necessary documentation, or the submission of incorrect information or omission of required information will lead to the invalidation of your application. Therefore please ensure that that each section of this application form is fully completed and signed, entering n/a (not applicable) where appropriate, and that all necessary documentation is attached to your application form. Applicants are advised to contact Clare County Council to determine what local policies and objectives would apply to the development proposed and whether additional information is required.

## **ADDITIONAL INFORMATION**

It should be noted that each planning authority has its own development plan, which sets out local development policies and objectives for its own area. The authority may therefore need supplementary information (i.e. other than that required in this form) in order to determine whether the application conforms with the development plan and may request this on a supplementary application form.

Failure to supply the supplementary information will not invalidate your planning application but may delay the decision-making process or lead to a refusal of permission. Therefore applicants should contact the relevant planning authority to determine what local policies and objectives would apply to the development proposed and whether additional information is required.

## **OTHER STATUTORY CODES**

An applicant will not be entitled solely by reason of a planning permission to carry out the development. The applicant may need other consents, depending on the type of development. For example, all new buildings, extensions and alterations to, and certain changes of use of existing buildings must comply with building regulations, which set out basic design and construction requirements. Also any works causing the deterioration or destruction of the breeding and resting places of bats, otters, natterjack toads, Kerry slugs and certain marine animals constitute a criminal offence unless covered by a derogation licence issued by the Minister of Arts, Heritage and the Gaeltacht (pursuant to Article 16 of the Habitats Directive)

## **DATA PROTECTION**

The use of the personal details of planning applicants, including for marketing purposes, may be unlawful under the Data Protection Act 1988-2003 and may result in action by the Data Protection Commissioner against the sender, including prosecution

***To assist you in the submission of your planning application you are advised to refer to the Planning Application Checklist which is available from the planning office or for download from the website at [www.clarecoco.ie](http://www.clarecoco.ie).***

**This form, when completed, should be returned to:**

Planning Department, Economic Development Directorate, Clare County Council, Áras Contae an Chláir, New Road, Ennis, Co. Clare, V95 DXP2 Tel. (065)6821616. Email: [planoff@clarecoco.ie](mailto:planoff@clarecoco.ie)

**Part 1: TO BE COMPLETED BY ALL APPLICANTS****1. PLANNING AUTHORITY: CLARE COUNTY COUNCIL****2. LOCATION OF PROPOSED DEVELOPMENT**

Postal Address or Townland or Location: (as may best identify the land or structure in question)	
Ordnance Survey Map Ref No: (and the Grid Reference where available) <sup>1</sup>	

**3. TYPE OF PLANNING PERMISSION:** (please tick appropriate box):

<input type="checkbox"/> Permission	<input type="checkbox"/> Permission for retention
<input type="checkbox"/> Outline Permission	<input type="checkbox"/> Permission consequent on Grant of Outline Permission

**4. WHERE PLANNING PERMISSION IS CONSEQUENT ON GRANT OF OUTLINE PERMISSION:**

Outline Permission Register Reference Number:	
Date of Grant of Outline Permission (DD/MM/YY):	

**5. APPLICANT<sup>2</sup>:**

Name(s):	
----------	--

Contact details to be supplied at the end of this form. (Question: 22)

**6. WHERE APPLICANT IS A COMPANY** (registered under the Companies Acts)

Name(s) of company director(s):	
Registered Address (of company):	
Company Registration No.:	

**7. PERSON/AGENT ACTING ON BEHALF OF THE APPLICANT** (if any):

Name:	
-------	--

Address to be supplied at the end of this form. (Question: 23)

**8. PERSON RESPONSIBLE FOR PREPARATION OF DRAWINGS AND PLANS<sup>3</sup>:**

Name:	
Firm/Company:	

Address to be supplied at the end of this form. (Question: 25)

**9. DESCRIPTION OF PROPOSED DEVELOPMENT:**

Brief description of nature and extent of development <sup>4</sup> :	
--	--

**10. LEGAL INTEREST OF APPLICANT IN THE LAND OR STRUCTURE:** (please tick appropriate box):

Owner  Occupier  Other

Where legal interest is 'Other', please expand further on your interest in the land or structure:	
If you are not the legal owner, please state the name of the owner:	

*(Note: The owner's address must be included at the end of this form (Question 26) and a letter from the owner of consent to make the application must accompany this application.*

**11. SITE AREA:**

Area of site to which the application relates in hectares:	ha
--	----

**12. WHERE THE APPLICATION RELATES TO A BUILDING OR BUILDINGS:**

Gross floor space <sup>5</sup> of any existing building(s) in m <sup>2</sup>	m <sup>2</sup>
Gross floor space of proposed works in m <sup>2</sup>	m <sup>2</sup>
Gross floor space of work to be retained in m <sup>2</sup> (if appropriate)	m <sup>2</sup>
Gross floor space of any demolition in m <sup>2</sup> (if appropriate)	m <sup>2</sup>

**13. FOR MIXED DEVELOPMENT (E.G. RESIDENTIAL, COMMERCIAL, INDUSTRIAL, ETC), PLEASE PROVIDE BREAKDOWN OF THE DIFFERENT CLASSES OF DEVELOPMENT AND BREAKDOWN OF THE GROSS FLOOR AREA OF EACH CLASS OF DEVELOPMENT:**

<i>Class of Development:</i>	<i>Gross floor area in m<sup>2</sup>:</i>

**14. FOR RESIDENTIAL DEVELOPMENT PLEASE PROVIDE BREAKDOWN OF RESIDENTIAL MIX:**

**Part A**

Number of	Studio	1 Bed	2 Bed	3 Bed	4 Bed	4+ Bed	Total
Houses							
Apartments							

Existing Proposed Total

Number of car-parking spaces to be provided			
---	--	--	--

**Part B**

**FOR RESIDENTIAL DEVELOPMENT (OR WHERE RESIDENTIAL DEVELOPMENT FORMS PART OF A MIXED DEVELOPMENT), PLEASE PROVIDE FLOOR AREA OF EACH HOUSE TYPE.**

House Type	A	B	C	D	E	F	G
Floor Area in m <sup>2</sup>							

**15. WHERE THE APPLICATION REFERS TO A MATERIAL CHANGE OF USE OF ANY LAND OR STRUCTURE OR THE RETENTION OF SUCH A MATERIAL CHANGE OF USE:**

Existing use <sup>6</sup> (or previous use where retention permission is sought):	
Proposed use (or use it is proposed to retain):	
Nature & extent of any such proposed use (or use it is proposed to retain):	

**16. SOCIAL AND AFFORDABLE HOUSING:**

Please tick appropriate box.	YES	NO
<b>Is the application an application for permission for development to which Part V of the Planning &amp; Development Act 2000 applies?</b>		
<p>If the answer to the above question is “yes” and the development is not exempt (see below), you must provide, as part of your application, details as to how you propose to comply with section 96 of Part V of the Act including, for example,</p> <ul style="list-style-type: none"> <li>(i) Details of such part or parts of the land which is subject to the application for permission or is or are specified by the Part V agreement, or houses situated on such aforementioned land or elsewhere in the planning authority’s functional area proposed to be transferred to the planning authority, or details of houses situated on such aforementioned land or elsewhere in the planning authority’s functional area proposed to be leased the the planning authority, or details of any combination of the foregoing, and</li> <li>(ii) Details of the calculations and methodology for calculating values of land, site costs, normal construction and development costs &amp; profit on those costs and other related costs such as an appropriate share of any common development works as required to comply with the provisions in Part V of the Act.</li> </ul> <p>If the answer to the above question is “yes” but you consider the development to be exempt by virtue of section 97 of the Planning &amp; Development Act 2000 (as amended)<sup>8</sup>, a copy of the Certificate of Exemption under section 97 must be submitted (or where an application for a certificate of exemption has been made but has not yet been decided, a copy of the application should be submitted).</p> <p>If the answer to the above question is “no” by virtue of section 96(14) of the Planning &amp; Development Act 2000 (as amended)<sup>9</sup>, details indicating the basis on which section 96(14) is considered to apply to the development should be submitted.</p>		

**17. DEVELOPMENT DETAILS (please tick appropriate box):**

	YES	NO
Does the proposed development consist of work to a protected structure and/or its curtilage or proposed protected structure and/or its curtilage?		
Does the proposed development consist of work to the exterior of a structure which is located within an architectural conservation area (ACA)?		
Does the application relate to development which affects or is close to a monument or place recorded under section 12 of the National Monuments (Amendment) Act, 1994 <sup>10</sup>		
Does the proposed development require the preparation of an Environmental Impact Statement <sup>11</sup> ? <i>(If yes, the newspaper and site notice must indicate this fact).</i>		
Does the application relate to work within or close to a European Site (under S.I. No.94 of 1997) or a Natural Heritage Area <sup>12</sup> ?		
Does the application relate to a development which comprises or is for the purposes of an activity requiring an integrated pollution prevention and control licence? <i>(If yes, the newspaper and site notice must indicate this fact).</i>		
Does the application relate to a development which comprises or is for the purposes of an activity requiring a waste licence? <i>(If yes, the newspaper and site notice must indicate this fact).</i>		
Do the Major Accident Regulations apply to the proposed development?		
Does the application relate to a development in a Strategic Development Zone? <i>(If yes, the newspaper and site notice must indicate this fact).</i>		
Does the proposed development involve the demolition of any habitable house?		

**18. SITE HISTORY:**

Has the site in question ever, to your knowledge, been flooded?  Yes  No

Are you aware of previous uses of the site e.g. dumping or quarrying (please tick appropriate box)?  Yes  No

If "Yes", please give details:

--

Are you aware of any valid planning applications previously made in respect of this land/structure (please tick appropriate box)?  Yes  No

If yes, please state planning reference number(s) and the date(s) of receipt of the planning application(s) by the planning authority if known:

Reference No.:		Date (DD/MM/YY):	
Reference No.:		Date (DD/MM/YY):	
Reference No.:		Date (DD/MM/YY):	
Reference No.:		Date (DD/MM/YY):	

*If a valid planning application has been made in respect of this land or structure in the 6 months prior to the submission of this application, then the site notice must be on a yellow background in accordance with Article 19(4) of the Planning and Development Regulations 2001 as amended.*

Is the site of the proposal subject to a current appeal to An Bord Pleanála in respect of a similar development<sup>13</sup> (please tick appropriate box)?  Yes  No

An Bord Pleanála Reference No.:

**19. PRE-APPLICATION CONSULTATION:**

Has a pre-application consultation taken place in relation to the proposed development<sup>14</sup> (please tick appropriate box)?  Yes  No

If yes, please give details:

Reference No. (if any):	
Date(s) of Consultation: (DD/MM/YY)	
Persons involved:	

**20. SERVICES:**

**Proposed Source of Water Supply (please tick appropriate box):**

A:	<input type="checkbox"/> Existing connection	<input type="checkbox"/> New connection	<input type="checkbox"/> New connection
B:	<input type="checkbox"/> Public Mains	<input type="checkbox"/> Group Water Scheme	<input type="checkbox"/> Private Well <input type="checkbox"/> Other

If "Other", please specify:	
Name of Group Water Scheme (where applicable):	

**Proposed Wastewater Management/Treatment (please tick appropriate box):**

A:	<input type="checkbox"/> Existing	<input type="checkbox"/> New	
B:	<input type="checkbox"/> Public Sewer	<input type="checkbox"/> Conventional septic tank system	<input type="checkbox"/> Other on-site treatment system
If "Other", please specify:			

**Proposed Surface Water Disposal (please tick appropriate box):**

<input type="checkbox"/> Public Sewer/Drain	<input type="checkbox"/> Soakpit	<input type="checkbox"/> Watercourse	<input type="checkbox"/> Other
If "Other", please specify:			

**21. DETAILS OF PUBLIC NOTICE:**

Approved newspaper <sup>15</sup> in which notice was published:	
Date of publication: (DD/MM/YY)	
Date site notice was erected: (DD/MM/YY)	

**22. APPLICATION FEE:**

Fee payable:	
Basis of calculation:	

**Part 2**

Part 2 (a) To be completed in respect of applications for all Dwellings

Part 2 (b) To be completed in respect of applications for Dwellings in the countryside

If either part is NOT relevant to you, skip to Part 3

**Part 2(a)**

**1. STATE USE OF PROPOSED DWELLING(S):**

<input type="checkbox"/> Permanent place(s) of residence	<input type="checkbox"/> Holiday Home
--	---------------------------------------

**2. STATE OCCUPANCY OF PROPOSED DWELLING(S):**

For applicant's own permanent residence     
  For Sale     
  For Letting     
  Other

If "Other", please specify:

**3. STATE TOTAL AREA AND LOCATION OF THE LAND OWNED BY THE APPLICANT AND/OR THE VENDOR OF THE LAND:**

Area:	
Location:	

**4. STATE NAME & ADDRESS OF LANDOWNER:**

Name:	
Address:	
State relationship of applicant to the landowner:	

**5. HAVE PREVIOUS PERMISSIONS BEEN SOUGHT IN RESPECT OF THE LANDHOLDING?**

Yes                             
  No

If "Yes", please indicate planning reference numbers:

**6. WHEN WAS THE SITE ACQUIRED BY THE APPLICANT?**

Date: (DD/MM/YY)

**7. INDICATE IF, IN THE EVENT OF A GRANT OF A PERMISSION, THE LANDOWNER WOULD BE WILLING TO ENTER INTO A FORMAL UNDERTAKING NOT TO DEVELOP FURTHER SITES FOR RESIDENTIAL OR NON-AGRICULTURAL DEVELOPMENT:**

**8. STATE REASON FOR SELECTING THIS SITE:**

**Part 2 (b) To be completed in respect of applications for dwellings in the countryside  
See guidance notes on building a house in the countryside of County Clare**

**1. HAVE YOU OR YOUR SPOUSE / PARTNER EVER OWNED A HOUSE / APARTMENT?**

(please tick appropriate box)

Yes  No

If "Yes", give details:

--

**2. IS YOUR PRESENT ACCOMMODATION?**

Owned by you  Rented by you  Other

If "Other", please specify:

--

If rented, state

Landlord Name:	
Relationship to owner / landlord:	
Landlord Address:	

**3. PLEASE GIVE DETAILS OF ALL PREVIOUS PLACES OF RESIDENCE**

Address of residence:	From (MM/YY)	To (MM/YY)

**4. EMPLOYMENT DETAILS OF APPLICANT:**

Applicant's Occupation:	
Actual Place of Work:	
Name of present employer:	
Distance of Place of Work from present accommodation:	
Address of present employer:	
Distance of Place of Work from proposed site:	



**5. EMPLOYMENT DETAILS OF APPLICANT'S SPOUSE / PARTNER :**

Occupation of Spouse / Partner:	
Actual Place of Work:	
Name of present employer:	
Distance of Place of Work from present accommodation:	
Address of present employer:	
Distance of Place of Work from proposed site:	

**6. SUPPLEMENTARY INFORMATION :**

***Note: In 'Areas of Special Control' additional documentation will be required to demonstrate compliance with objectives for single housing in the countryside as set out in the Clare County Development Plan 2017-2023 – Chapter 3.***

***You are also advised to consult with the Guidance Notes on Building a House in the Countryside as prepared by Clare County Council.***

**Part 3: To be completed in respect of applications for Industrial and Commercial development. If this part is NOT relevant to you, skip to Part 4**

**1. STATE THE NATURE OF THE PROCESS / BUSINESS ACTIVITY TO BE CARRIED OUT IN THE PROPOSED DEVELOPMENT:**

**2. STATE THE NATURE AND AMOUNT OF RAW MATERIALS TO BE USED:**

**3. WHERE WILL THE RAW MATERIALS AND WORK IN PROGRESS BE STORED?**

**4. STATE THE NATURE AND AMOUNT OF THE WASTE PRODUCTS WHICH WILL ARISE WEEKLY:**

What waste will be generated?	
Where will the waste products be stored?	
How and where will the waste products be disposed of:	

**5. STATE THE NUMBER OF PEOPLE TO BE EMPLOYED AT THE PROPOSED DEVELOPMENT:**

Where the development is an extension or expansion of an existing facility / business, state the proposed increase in numbers to be employed:	
---	--

**6. STATE THE NATURE OF TRAFFIC TO THE DEVELOPMENT AND AN ESTIMATE OF DAILY TRAFFIC TO/FROM THE DEVELOPMENT:**

**7. STATE THE NUMBER OF CAR PARKING/SERVICE SPACES TO BE PROVIDED AS PART OF THE DEVELOPMENT:**

**8. HOW AND WHERE WILL ANY HAZARDOUS MATERIALS (LPG, OIL ETC.) BE STORED?**

**9. STATE PROPOSED HOURS OF OPERATION:**

	From	To
Weekdays		
Saturdays		
Sundays		

**10. STATE THE EXPECTED DAILY AND PEAK HOURLY WATER USAGE:**

Daily:		Peak Hourly:	
--------	--	--------------	--

**11. DOES THE APPLICATION RELATE TO PROVISION OF, OR MODIFICATION TO OR IS IN THE VICINITY OF AN ESTABLISHMENT TO WHICH THE CONTROL OF MAJOR ACCIDENT HAZARD INVOLVING DANGEROUS SUBSTANCES REGULATIONS APPLY?  Yes  No**

If 'yes' please specify:

**Part 4:****To be Completed in respect of applications for Agricultural development****If this part is not relevant to you, skip to Declaration****1. PURPOSE OF DEVELOPMENT:**

Is the purpose of the proposed development to provide better management of existing stock or to provide the capacity to increase stock levels?

--

**2. LANDHOLDING VICINITY:**

State & indicate on map the area of landholding in vicinity of the proposed site including & indicating land where slurry will be spread

--

**3. FEED SYSTEM: (please tick appropriate box):**

Do you use / propose to use:  Self-feed system  Easy-feed system

State tonnage of silage on each slab identified on the map:

Slab (i)	
Slab (ii)	
Slab (iii)	

**4. WASTE COLLECTION:**

Indicate type of Waste Collection by stating facility and capacity of each facility:

Dungstead (m <sup>2</sup> ):	
Associated Seepage Tank (m <sup>3</sup> ):	
Underslat Tanks: (i) m <sup>3</sup>	
(ii) m <sup>3</sup>	
(iii) m <sup>3</sup>	
Slurry Tank (i) m <sup>3</sup>	
(ii) m <sup>3</sup>	
(iii) m <sup>3</sup>	

**5. SILAGE EFFLUENT COLLECTION:**

Indicate means of Silage Effluent collection and specify volume:

Separate Tank (m <sup>3</sup> ):	
Underslat Tank (m <sup>3</sup> ):	
Slurry Tank (m <sup>3</sup> ):	
Soiled Water Tank (m <sup>3</sup> ):	
Dungstead SeepageTank (m <sup>3</sup> ):	

**6. MILK WASHINGS COLLECTION:**

Indicate means of Milk Washings Collection and specify volume:

Separate Tank (m <sup>3</sup> ):	
Underslat Tank (m <sup>3</sup> ):	
Slurry Tank (m <sup>3</sup> ):	
Soiled Water Tank (m <sup>3</sup> ):	
Dungstead SeepageTank (m <sup>3</sup> ):	

**7. SOILED YARDS:**

State areas of Soiled Yards and mark each of these yards on the map:

Yard A (m <sup>2</sup> ):	
Yard B (m <sup>2</sup> ):	
Yard C (m <sup>2</sup> ):	
Silage Apron (m <sup>2</sup> ):	
Collecting Yard (m <sup>2</sup> ):	

**8. SOILED YARD RUN-OFF:**

Indicate means of Collecting Soiled Yard Run-off and specify capacity:

Separate Tank (m <sup>3</sup> ):	
Underslat Tank (m <sup>3</sup> ):	
Slurry Tank (m <sup>3</sup> ):	
Soiled Water Tank (m <sup>3</sup> ):	
Dungstead Seepage Tank (m <sup>3</sup> ):	

**9. WASTE SPREAD ON LAND:**

	From (MM)	To (MM)
State months of year during which waste will be spread on land:		

**State means of effluent disposal:**

- Own Effluent Tanker
- Automatic Pump
- Contract Tanker
- PTO Pump

**10. STATE HOLDING PERIOD OF ANIMALS IN WEEKS:**

State numbers and types of animal in each house at present. Each house should be identified on the site map and numbered as follows:

	House A	House B	House C	House D
House Type: (Slatted house / cubicle house etc.)				
Dairy Cows				
Beef Cattle				
Young Cattle				
Calves				
Pigs				
TOTAL				

State numbers and types of animal in each additional / new house proposed. Each house should be identified on the site map and numbered as follows:

	House A	House B	House C	House D
House Type: (Slatted house / cubicle house etc.)				
Dairy Cows				
Beef Cattle				
Young Cattle				
Calves				
Pigs				
TOTAL				

**11. STATE MEANS OF COLLECTING ROOF WATER:**

--

**12. STATE MEANS OF DISPOSING OF ROOF WATER:**

--

This additional space is provided if you wish to add any further information regarding the proposed buildings,

**Declaration:**

**To be completed by all applicants**

I hereby declare that, to the best of my knowledge and belief, the information given in this form is correct and accurate and fully compliant with the Planning & Development Act 2000, as amended, and the Regulations made thereunder:

Signed (Applicant or Agent as appropriate):	
Date: (DD/MM/YY)	

**Please ensure your contact details are entered in the space provided at the end of this form**

**This form should be accompanied by the following documentation:**

**Please note that if the appropriate documentation is not included, your application will be deemed invalid.**

**ALL Planning Applications:**

- The relevant page of newspaper or copy showing date of newspaper that contains notice of your application
- A copy of the site notice
- 6 original copies of site location map<sup>16</sup> or copies with current OS Licence Number.
- 6 copies of site or layout plan<sup>16+17</sup>
- 6 copies of plans and other particulars required to describe the works to which the development relates (include detailed drawings of floor plans, elevations and sections – except in the case of outline permission)
- The appropriate Planning Fee

**Where the applicant is not the legal owner of the land or structure in question:**

- The written consent of the owner to make the application<sup>18</sup>

**Where the application is for residential development that is subject to Part V of the 2000 Act:**

- Details of the manner in which it is proposed to comply with section 96 of Part V of the Act, including, for example
  - (i) Details of such part or parts of the land which is subject to the application for permission or is or are specified by the Part V agreement, or houses situated on such aforementioned land or elsewhere in the planning authority's functional area proposed to be transferred to the planning authority, or details of houses situated on such aforementioned land or elsewhere in the planning authority's functional area proposed to be leased the the planning authority, or details of any combination of the foregoing, and
  - (ii) Details of the calculations and methodology for calculating values of land, site costs, normal construction and development costs and profit on those costs and other related costs such as an appropriate share of any common development works as required to comply with the provisions in Part V of the Act.

*Or*
- A certificate of exemption from the requirements of Part V  
*Or*
- A copy of the application submitted for a certificate of exemption.

**Where the application is for residential development that is not subject to Part V of the 2000 Act (as amended) by virtue of section 96(13) of the Act:**

- Information setting out the basis on which section 96(13) is considered to apply to the development.

**Where the disposal of wastewater for the proposed development is other than to a public sewer:**

- Information on the on-site treatment system proposed and evidence as to the suitability of the site for the system proposed.

**Where the application refers to a protected structure/ proposed protected structure/ or the exterior of a structure which is located within an architectural conservation area (ACA):**

- Photographs, plans & other particulars necessary to show how the development would affect the character of the structure.

**Applications that refer to a material change of use or retention of such a material change of use:**

- Plans (including a site or layout plan and drawings of floor plans, elevations and sections which comply with the requirements of Article 23) and other particulars required describing the works proposed.

**Where an application requires an Environmental Impact Statement OR a Natura Impact Statement:**

- Ten copies of an Environmental Impact Statement or Natura Impact Statement

**Applications that are exempt from planning fees:**

- Proof of eligibility for exemption<sup>19</sup>

## Directions for completing this form

1. Grid reference in terms of the Irish Transverse Mercator.
2. "The applicant" means the person seeking the planning permission, not an agent acting on his or her behalf.
3. Where the plans have been drawn up by a firm/company the name of the person primarily responsible for the preparation of the drawings and plans, on behalf of that firm/company, should be given.
4. A brief description of the nature and extent of the development, including reference to the number and height of buildings, protected structures, etc.
5. Gross floor space means the area ascertained by the internal measurement of the floor space on each floor of a building; i.e. Floor areas must be measured from inside the external wall.
6. Where the existing land or structure is not in use, please state most recent authorised use of the land or structure.
7. Part V of the Planning and Development Act, 2000 (as amended) applies where – • the land is zoned for residential use or for a mixture of residential and other uses; • there is an objective in the Development Plan for the area for a percentage of the land to be made available for social and/or affordable housing; and • the proposed development is not exempt from Part V.
8. Under section 97 of the Planning and Development Act 2000 (as amended) applications involving development of 9 or fewer houses or development on land of less than 0.1 hectare may be exempt from Part V.
9. Under section 96(14) of the Planning and Development Act 2000 (as amended), Part V does not apply to certain housing developments by approved voluntary housing bodies, certain conversions, the carrying out of works to an existing house or the development of houses under an agreement made under section 96 of the Act
10. The Record of Monuments and Places, under section 12 of the National Monuments Amendment Act 1994, is available, for each county, in the local authorities and public libraries in that county. Please note also that if the proposed development affects or is close to a national monument which, under the National Monuments Acts 1930 to 2004, is in the ownership or guardianship of the Minister for the Environment, Heritage and Local Government or a local authority or is the subject of a preservation order or a temporary preservation order, a separate statutory consent is required, under the National Monuments Acts, from the Minister for the Environment, Heritage and Local Government. For information on whether national monuments are in the ownership or guardianship of the Minister for the Environment, Heritage and Local Government or a local authority or are the subject of preservation orders, contact the National Monuments Section, Department of the Environment, Heritage and Local Government (1890 20 20 21).
11. An Environmental Impact Statement (EIS) is required to accompany a planning application for development of a class set out in Schedule 5 of the Planning and Development Regulations 2001 as amended which exceeds a limit, quantity or threshold set for that class of development. An EIS will also be required by the planning authority in respect of sub-threshold development where the authority considers that the development would be likely to have significant effects on the environment (article 103).
12. An appropriate assessment of proposed development is required in cases where it cannot be excluded that the proposed development would have a significant effect on a European site. It is the responsibility of the planning authority to screen proposed developments to determine whether an appropriate assessment is required and where the authority determines that an appropriate assessment is required, the authority will normally require the applicant to submit a Natura impact statement (NIS). Where the applicant considers that the proposed development is likely to have a significant effect on a European site it is open to him/her to submit an NIS with the planning application.
13. The appeal must be determined or withdrawn before another similar application can be made.
14. A formal pre-application consultation may only occur under Section 247 of the Planning and Development Act 2000 (as amended). An applicant should contact his/her planning authority if he/she wishes to avail of a pre-application consultation. In the case of residential development to which Part V of the 2000 Act applies, applicants are advised to avail of the pre-application consultation facility in order to ensure that a Part V agreement in principle can be reached in advance of the planning application being submitted.
15. The list of approved newspapers, for the purpose of giving notice of intention to make a planning application, is available from the planning authority to which the application will be submitted.
16. All plans, drawings and maps submitted to the planning authority should be in accordance with the requirements of the Planning and Development Regulations 2001(as amended).
17. The location of the site notice(s) should be shown on site location map.
18. The applicant/agent should make the owner aware that the letter will be placed on a public planning file and may be placed on the planning authority's website where this is the policy of the planning authority.
19. See Schedule 9 of Planning and Development Regulations 2001(as amended). If a reduced fee is tendered, details of previous relevant payments and planning permissions should be given. If exemption from payment of fees is being claimed under Article 157 of the Regulations, evidence to prove eligibility for exemption should be submitted.

# Housing In The Countryside

## Areas Of Special Control

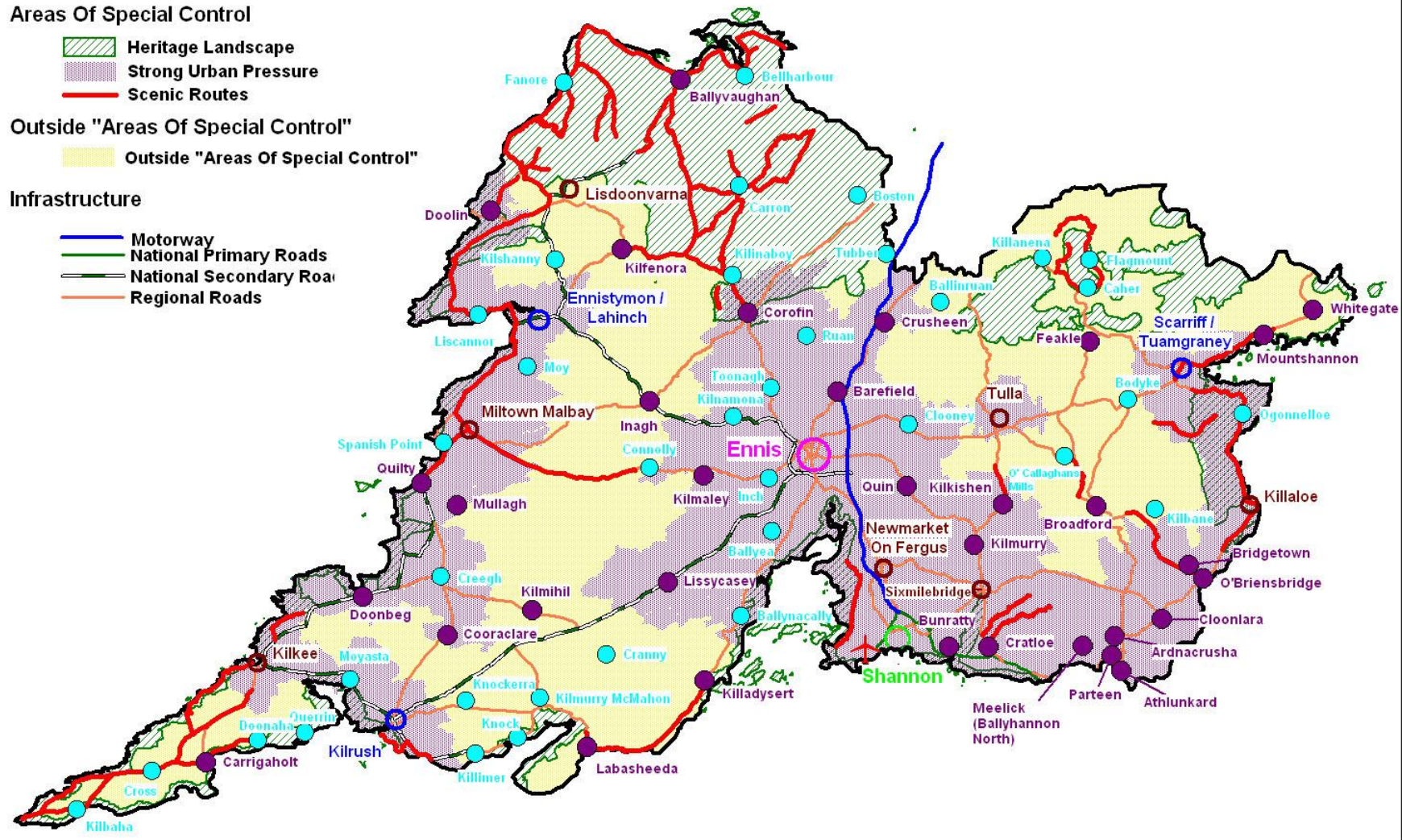
-  Heritage Landscape
-  Strong Urban Pressure
-  Scenic Routes

## Outside "Areas Of Special Control"

-  Outside "Areas Of Special Control"

## Infrastructure

-  Motorway
-  National Primary Roads
-  National Secondary Roads
-  Regional Roads



## Contact Details:

To be completed by all applicants

Additional contact information.

Planning Reference Number: \_\_\_\_\_

**This page is NOT to be published as part of the planning file**

**NOTE:**

- The applicant's address **must** be submitted on this page.
- If the applicant/agent wishes to submit additional contact information, this may be included here.

**22. APPLICANT:**

Applicant Name:	
Address of Applicant (Required):	
Eircode:	
Telephone No.:	
Email Address:	

**23. PERSON / AGENT ACTING ON BEHALF OF THE APPLICANT (IF ANY):**

Agent Name:	
Address:	
Eircode:	
Telephone No.:	
Email Address:	
Fax No. (if any):	

**24. APPLICANT'S CURRENT POSTAL ADDRESS TO WHICH CORRESPONDENCE REGARDING THE APPLICATION SHOULD BE SENT:**

Name:	
Address:	
Eircode:	

**25. PERSON RESPONSIBLE FOR PREPARATION OF DRAWINGS AND PLANS:**

Name:	
Address:	
Eircode:	
Telephone No.:	
Email Address:	
Fax No. (if any):	

**26. OWNER (REQUIRED WHERE APPLICANT IS NOT THE OWNER):**

Name:	
Address (Required):	
Eircode:	
Telephone No.:	
Email Address:	
Fax No. (if any):	