

**PLANNING APPLICATION FORM
PLANNING AND DEVELOPMENT ACT 2000 (as amended)**

1. Proposed development details

| | |
|----------------------------|--|
| Location | |
| Postal Address or Townland | |
| Eircode | |
| ITM co-ordinates | |
| Ordnance Survey map ref no | |

2. Type of permission sought. Please tick as appropriate (✓)

| | |
|---|--------------------------|
| a. Permission | <input type="checkbox"/> |
| b. Outline Permission | <input type="checkbox"/> |
| c. Permission consequent on grant of outline permission | <input type="checkbox"/> |
| d. Permission for retention | <input type="checkbox"/> |

3. Where planning permission is consequent on grant of outline permission:

| | |
|-------------------------------------|--|
| Outline permission reference no. | |
| Date of grant of outline permission | |

4. Applicant (not agent). Contact details to be provided later in form.

| | |
|------|--|
| Name | |
|------|--|

5. Person/Agent acting on behalf of applicant (if any)

| | |
|------|--|
| Name | |
|------|--|

6. Person responsible for preparation of drawings and plans

| | |
|------|--|
| Name | |
|------|--|

7. Description of proposed development. Brief description of nature and extent of development including reference to the number and height of buildings, protected structures etc

| |
|--|
| |
|--|

8. Legal interest of applicant in the land or structure. Please tick as appropriate (✓)

| | | |
|---|----------|-------|
| Owner | Occupier | Other |
| If 'Other' please give details | | |
| If you are not the legal owner, please state the name of the owner below. Contact details to be provided at the end of the form and letter of consent from the owner to be supplied as listed in the accompanying documentation. | | |
| Owner's Name | | |

9. Site Area

| | |
|---|--|
| Area of site to which the application relates (in hectares) | |
|---|--|

10. Where the application relates to a building or buildings

| | |
|--|--|
| Gross floor space of any existing building(s) in m ² | |
| Gross floor space of proposed works in m ² | |
| Gross floor space of work to be retained in m ² (if applicable) | |
| Gross floor space of any demolition in m ² (if applicable) | |

11. In the case of mixed development (e.g. residential/commercial/industrial etc.) please provide breakdown of the difference classes of development and breakdown of the gross floor area of each class of development.

| Class of Development | Gross floor space in m ² |
|----------------------|-------------------------------------|
| | |
| | |
| | |

12. In the case of residential development please provide breakdown of residential mix

| Number of | Studio | 1 bed | 2 bed | 3 bed | 4 bed | 4+ bed | Total |
|--|--------|-------|-------|----------|-------|----------|-------|
| Houses | | | | | | | |
| Apartments | | | | | | | |
| No. of car parking spaces to be provided | | | | Existing | | Proposed | |

13. 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 (or previous use where retention permission is sought) | |
| Proposed use (or use it is proposed to retain) | |
| Nature and extent of any such proposed use (or use it is proposed to retain) | |

14. Social and Affordable Housing Please tick as appropriate (✓)

| | | | | |
|--|-----|--|----|--|
| Is the application an application for permission for development to which Part V of the Planning and Development Act 2000 applies? | Yes | | No | |
|--|-----|--|----|--|

If the answer to the above question is 'yes' and the development is not exempt, you must specify, as part of your application, the manner in which you propose to comply with Section 96 of Part V of the Act.

If the answer to the above question is 'yes' but you consider the development to be exempt by virtue of Section 97 of the Act, a copy of the Certificate of Exemption under Section 97 must be submitted (or, where an application for a certificate has been made but has not yet been decided, a copy of the application should be submitted).

If the answer to the above question is 'no' by virtue of Section 96 (13) of the Act, details indicating the basis on which Section 96 (13) is considered to apply to the development should be submitted.

15. Development Details Please tick as appropriate (✓)

| | 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 | | |
| 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? | | |
| Does the proposed development require the preparation of an Environmental Impact Assessment Report? | | |
| Does the application relate to a development which comprises or is for the purpose of an activity requiring a licence from the Environmental Protection Agency other than a Waste Licence? | | |
| Does the application relate to a development which comprises or is for the purposes of an activity requiring a waste licence? | | |
| Do the Major Accident Regulations apply to the proposed development? | | |
| Does the application relate to a development in a Strategic Development Zone? | | |
| Does the proposed development involve the demolition of any structure? | | |

16. Site History (if known)

| | Yes | No |
|--|-----|----|
| Has the site in question ever, to your knowledge, been flooded? If yes, please give details e.g. year, extent, etc: | | |
| Are you aware of previous uses of the site e.g. dumping or quarrying? If yes, give details: | | |
| Are you aware of any valid planning applications previously made in respect of this land/structure? 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 number: _____ Date: _____ <i>If a valid application 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 Regulations 2001 (as amended)</i> | | |
| Is the site of the proposal subject to a current appeal to An Bord Pleanála in respect of a similar development? If yes, please state An Bord Pleanála reference number: <i>The appeal must be determined or withdrawn before another similar application can be made.</i> | | |

17. Pre-Application Consultation**Yes No**

| | | |
|---|---------------|--|
| Has a pre-application consultation in accordance with Section 247 of the Planning & Development Act 2000 taken place? (such consultation is optional) | | |
| If yes, please state date of consultation: | | |
| Persons involved: | Reference No. | |

18. Services

| | | | |
|---|--|---------------------------------|--|
| Proposed source of water supply (tick as appropriate (✓)) | | | |
| Existing connection | | New connection | |
| Group water scheme | | Private well | |
| | | Public Mains | |
| | | Other (please specify) | |
| Other: | | | |
| Name of Group Water Scheme (if applicable): | | | |
| Proposed Wastewater Management/Treatment (tick as appropriate (✓)) | | | |
| Existing | | Conventional septic tank system | |
| New | | Other on-site treatment | |
| | | Public Sewer | |
| | | Specify: | |
| Proposed Surface water disposal (tick as appropriate (✓)) | | | |
| Public Sewer/Drain | | Soakpit | |
| Other | | Watercourse | |
| | | Specify | |

19. Details of Public Notice

| | |
|--|--|
| Approved newspaper in which notice was published | |
| Date of publication | |
| Date on which site notice was erected | |

20. Application fee

| | | | |
|----------------------|---|--------------------------------------|--|
| Fee Payable | € | Tick here if exempt from fee payment | |
| Basis of calculation | | | |

If exemption from payment of fees is being claimed under Article 57 of Planning & Development Regs 2001, evidence to prove eligibility for exemption should be provided.

| | | | |
|---|--|-------------|--|
| 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) | | Date | |

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.

For Office Use only

| | | | |
|----------|---|--------------|--|
| Ref. No. | | Receipt No. | |
| Fee Paid | € | Receipt Date | |

**ADDITIONAL CONTACT INFORMATION
NOT TO BE MADE AVAILABLE WITH APPLICATION**

Please note:

- Applicant contact details must be submitted
- If the applicant/agent wishes to submit additional contact information, this may be included
- Company details (where applicant is a company) must be submitted
- This page will not be published as part of the planning file

21. Applicant Contact Details

| | | | |
|------------------|--|--------------|----------------|
| Address | | | |
| | | | Eircode |
| Telephone | | Email | |

22. Agent/Person acting on behalf of applicant details (if any)

| | | | |
|---|--|--------------|----------------|
| Address | | | |
| | | | Eircode |
| Telephone | | Email | |
| Should all correspondence be sent to this address?(Tick as appropriate) | | | Yes |
| | | | No |
| <i>If the answer is 'No', all correspondence will be sent to the applicant's address.</i> | | | |

23. Person responsible for preparation of drawings and plans details

| | | | |
|------------------|--|--------------|----------------|
| Address | | | |
| | | | Eircode |
| Telephone | | Email | |

24. Landowner Details

| | | | |
|------------------|--|--------------|----------------|
| Address | | | |
| | | | Eircode |
| Telephone | | Email | |

25. Company details (where applicant is a company registered under the Companies Act)

| | | | |
|--|--|--------------|--|
| Name(s) of Company Director(s) | | | |
| Registered Address of Company | | | |
| Company Office Registration No. | | | |
| Telephone | | Email | |

**Return completed form to: Planning Section
Cavan County Council, Johnston Central Library, Farnham Street, Cavan
T. (049) 4378300 E: plan@cavancoco.ie**

PLEASE READ NOTES BELOW BEFORE COMPLETING THE FORM

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 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 form.

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 on this form) in order to determine whether the application conforms with the development plan and may request his 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 planning authority to determine what local policies and objectives would apply to the proposed development and whether additional information is required.

DATA PROTECTION

The planning process is an open and public one. In that context, all planning applications and accompanying documentation, with the exception of certain contact details and personal information, are made available on the planning authority's website where this is their policy. Planning authorities also publish weekly lists of planning applications received as well as weekly lists of planning decisions in hard copy and on their websites.

It has come to our attention that the publication of planning applications by planning authorities can lead to applicants being targeted by persons in the business sector engaged in direct marketing. In response to a request from the Data Protection Commissioner, you are hereby given an opportunity to indicate a preference with regard to the receipt of direct marketing arising from the lodging of a planning application.

| | |
|---|--------------------------|
| If you are satisfied to receive direct marketing please tick this box | <input type="checkbox"/> |
|---|--------------------------|

Direct marketing may be by post, by hand, by telephone, by text message or by email where such details are supplied.

It is the responsibility of those entities wishing to use the personal data on planning applications and decisions lists for direct marketing purposes to be satisfied that they may do so legitimately under the requirements of the Data Protection Acts 1988 & 2003 taking account of the preference outlined above.