

Planning Application Form.

BEFORE FILLING OUT THIS FORM PLEASE NOTE THE FOLLOWING:

Please ensure that each section of this application form is fully completed and signed. The applicant should enter n/a (not applicable) where appropriate.

Please ensure that all necessary documentation is attached to your application 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.

ADDITIONAL INFORMATION

Please note that the policies and objectives relating to Donegal are accessible on the councils website www.donegalcoco.ie under the “Central Planning Unit”, in addition to the County Development Plan, there are also Local Area Plans which should be referred to as appropriate.

Applicants should familiarise themselves with the requirements of relevant plans and send in supplementary information as required

Failure to supply the supplementary information will not invalidate your planning application. However, if it is not supplied, the planning authority may not be able to reach a decision on whether or not to grant permission on the basis of the information available to it. Therefore failure to supply this information could delay the decision on an application or lead to a refusal of permission.

As the planning process is an open and public one. all planning applications and accompanying documentation, with the exception of certain contact details, are made available for public inspection/purchase and will be made available on the council's website. Weekly lists of planning applications received as well as weekly lists of planning decisions are also published on the website.

The publication of planning applications 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 the box which is at the end of the planning application form.**

In as far as possible when an application is being submitted it should be sent directly to the relevant office, sending applications to other offices can lead to delays in applications being processed (See below for details)

Donegal E.A.	Donegal PSC, Drumlonagher, Donegal Town, Co. Donegal	(074 9724400)
Glenties E.A.	Dungloe PSC, Gweedore Road, Dungloe, Letterkenny, Co. Donegal	(074 9561300)
Inishowen E.A.	Carndonagh PSC, Malin Street, Carndonagh, Lifford, Co. Donegal	(074 9373700)
Letterkenny E.A.	Letterkenny PSC, Neil T Blaney Road, Letterkenny, Co. Donegal	(074 9194200)
Milford E.A.	Milford PSC, Main Street, Milford, Letterkenny, Co. Donegal	(074 9153900)
Stranorlar E.A.	County House, Lifford, Co. Donegal	(074 9172288)

For Office Use Only

Ref No

Date Recd

DED

Planning Application Form

1	Name of Authority			
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. <i>(and grid reference where available)</i> ¹			
3	Type of Planning Permission:			
	Permission	Outline Permission	Permission for Retention	
4	Permission consequent on the grant of outline permission			
	Ref no of outline permission	Grant date of Outline app.		
5	Applicant ²			
	Name :			
	<i>Address must be supplied at the end of this form (Question 28)</i>			
6	Where applicant is a Company (Registered under the Companies Acts 1963 to 1999):			
	Name(s) of Company Directors			
	Registered address of Company			
	Company Registration No.	Fax No.		
	Email address (if any)	Telephone No.		
7	Person Acting on behalf of Applicant (if any):			
	Name			
	<i>Address must be supplied at the end of this form (Question 29)</i>			
8	Person responsible for preparation of Drawings and Plans ³ :			
	Name			
	<i>Address must be supplied at end of form (Question 30)</i>			
9	Description of Proposed Development:			
	Brief Description of nature and extent of Development ⁴			
10	Legal Interest of Applicant in the Land or Structure:			
	<i>Please tick appropriate box to show applicant's legal interest in the land or structure</i>			
	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: <i>Address of owner to be provided at end of form (Section 31)</i>			
	<i>(A letter of consent from the owner to make the application must be supplied as listed in the accompanying document)</i>			

11	Site Area							
	Area of site to which the application relates in hectares:							
12	Where the application relates to a Building or Buildings							
	Gross floor space ⁵ of any existing buildings in m ²							
	Gross floor area of proposed works in m ²							
	Gross floor area of work to be retained in m ² (if appropriate)							
	Gross floor area of any demolition in m ² (if appropriate)							
13	In the case of 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							
	Class of Development						Gross floor area in m ²	
14	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							
	Floor Areas							
	Apartments							
	Floor Areas							
	No of car parking spaces to be provided:		<i>Existing</i>		Proposed		Total	
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 ⁶ (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)							
16	Social and Affordable Housing							
	Please tick appropriate box							
	Is the application an application for permission for development to which Part V of the Planning and Development Act 2000 applies ⁷						Yes	No
	If your answer to the above is "yes" and the development is not exempt (see below) 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							
	<i>If your answer to the above question is "yes" but you consider the development to be exempt by virtue of section 97 of the Planning and Development Act 2000 ⁸, a copy of the Certificate of Exemption 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).</i>							
	If your answer to the above question is "no" by virtue of Section 96(13) of the Planning and Development Act 2000 ⁹ , details indicating the basis on which Section 96(13) is considered to apply to the development should be submitted							

17	Development Details			
	Please tick appropriate box			
	Does the proposed development consist of work to a protected structure and/or its curtilage or proposed protected structure and/or its curtilage? If answer is yes please State Protected Structure Number : _____	Yes	No	
	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 ¹⁰			
	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 Statement ¹¹ ?			
	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?			
	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 habitable house ¹² ?			
18	Site History - Details regarding site history if known			
	Has the site in Question to your knowledge ever been flooded?	Yes	No	
	If yes please give details (i.e. year, extent)			
	Are you aware of previous uses of the site e.g., dumping/quarrying?	Yes	No	
	If yes please give details.			
	Are you aware of any valid planning applications previously made in respect of this land /structure?	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 of Receipt	
	<i>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</i>			
	Is the site of the proposal subject to a current appeal to An Bord Pleanála in respect of a similar development ¹³	Yes	NO	
	An Bord Pleanála Reference Number			
19	Pre Application Consultation			
	Has a pre application consultation taken place in relation to the proposed development ¹⁴	Yes	No	
	Reference number (if any)			

	Persons Involved		Date(s) of consultation	
20	Services			
	Proposed Source of Water Supply	Existing:	New Connection:	Public Mains
		Private Well	Group water scheme	Name of GWS
		Other (Specify)		
	Proposed Wastewater Management/Treatment	Existing connection	New connection	
		Public Sewer	Conventional Septic Tank System	
		Other on site treatment system (Please Specify)		
	Proposed Surface Water Disposal:		Public Sewer/Drain	Soak pit
			Watercourse	
			Other (specify)	
21	Details of Newspaper Notice			
	Approved newspaper ¹⁵ in which notice was published			
	Date of publication			
	Date on which site notice was erected			
22	Application Fee			
	Fee Payable: €			
	Basis of Calculation (Please complete attached fee addendum form)			
23	Is dwelling for: Own use <input type="checkbox"/> Sale <input type="checkbox"/> Letting <input type="checkbox"/> Holiday Home <input type="checkbox"/>			
24	Employees: Existing		Proposed	Hours of operation
25	Estimated daily volume and type of traffic associated with development:			
	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:			
26	Signed: Applicant/ Agent (Delete as appropriate)			
	Dated:			
27	If you are satisfied to receive direct marketing please tick this box			

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.

ADDITIONAL CONTACT INFORMATION
NOT TO BE MADE AVAILABLE WITH APPLICATION

Please 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.
- This page will not be published as part of the planning file.

28. Applicant²:

<i>Address (Required)</i>	
<i>Telephone No.</i>	
<i>Email Address</i>	
<i>Fax No.</i>	

29. Person/Agent acting on behalf of the Applicant (if any):

<i>Address</i>	
<i>Telephone No.</i>	
<i>Email Address (if any)</i>	
<i>Fax No. (if any)</i>	
<p style="color: red;">Should all correspondence be sent to the above address? (please tick appropriate box)</p> <p>(Please note that if the answer is 'No', all correspondence will be sent to the Applicant's address)</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	

30. Person responsible for preparation of Drawings and Plans:

<i>Address</i>	
<i>Telephone No.</i>	
<i>Email Address (if any)</i>	
<i>Fax No. (if any)</i>	

31. Owner (required where applicant is not the owner):

<i>Address (required)</i>	
<i>Telephone No.</i>	
<i>Email Address (if any)</i>	
<i>Fax No. (if any)</i>	