

COMHAIRLE CHONTAE CHILL CHAINNIGH
Kilkenny County Council
County Hall
John Street
Kilkenny



Tel: 056 7794000 / Fax: 056 7794004
Email: Planning@kilkennycoco.ie /
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**Application Form for Declaration and Referral on
Development and Exempted Development under
Section 5 of the Planning and Development Acts 2000 (as amended)**

(This is a non-statutory advice application prepared by Kilkenny County Council for the purpose of advising people what information is required for a decision to be made under Section 5. This document does not purport to be a legal interpretation of the statutory legislation nor does it state to be a legal requirement under the Planning and Development Acts 2000 (as amended))

APPLICANT DETAILS:

Applicant Name	
Address:	
Contact Telephone No:	
Fax No. or E-mail Address, if any:	

PERSON/AGENT ACTING ON BEHALF OF APPLICANT (IF ANY):

Name	
Address:	
Telephone No:	
Fax No. or E-mail Address:	
Should all correspondence be sent to the Agents address? Yes { } No { }	

LOCATION ADDRESS OF DEVELOPMENT:

Site Location Map must be attached

	Provide Eircode where available:

SITE AREA:

Area of site to which the application relates in hectares	ha
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**WHERE THE APPLICATION RELATES TO A BUILDING OR BUILDINGS
IF AVAILABLE:**

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 appropriate):
Gross floor space of any demolition in m ² (if appropriate):
Overall height of any existing structure in metres:
Overall height of any proposed structure in metres:
Distance of existing or proposed structure to nearest dwelling(s) not being the applicants, where appropriate:

**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:**

Details of Existing or Previous use:
Proposed use (or use it is proposed to retain)
Nature and extent of any such proposed use (or use it is proposed to retain)

LEGAL INTEREST OF APPLICANT IN THE LAND OR STRUCTURE:

Please tick appropriate box to show applicant's legal interest in the land or structure	A. Owner	B. Occupier
	C. Other	
Where legal interest is 'Other', please expand further on your interest in the land or structure:		

Name & Address of Landowner and/or Occupier if not the Applicant:

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 involve the demolition of any habitable house or part thereof ?		

Are you aware of any valid planning applications previously made in respect of this land/structure?

Yes []

No []

If Yes – Please provide Planning Register Ref. No(s) if known:

The Applicant is advised that notwithstanding the completion of the above application form, that the Planning Authority may require the Applicant to submit further information or particulars with regard to the request in order to enable the Planning Authority to issue the declaration on the question.

The Applicant is also advised that the Planning Authority may request other person(s) other than the applicant to submit information on the question which has arisen and on which the declaration is sought.

Subject to the above, the Planning Authority shall issue the declaration on the question that has arisen and the main reasons and considerations on which its decision is based to the person who made the request and where appropriate, the owner and occupier of the land in question, within 4 weeks of the receipt of the request.

APPLICATION FEE ATTACHED:

Fee payable €80.00 : Payment must be made by Cash or Cheque which should be made payable to Kilkenny County Council
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I hereby declare that, to the best of my knowledge and belief, the information given in this form is correct and accurate:

Signed: _____ Date: _____
Applicant or Agent as appropriate

Failure to complete this form or attach the necessary prescribed documentation, or the submission of incorrect information or omission of required information will lead to the invalidation of your application.

THE FOLLOWING DOCUMENTATION IF AVAILABLE SHOULD BE SUBMITTED WITH YOUR APPLICATION:

- Site Location Map (1:2500 Rural Areas) (1:1000 Urban Areas) with location of works clearly marked in red
- A Site Layout Plan (Scale 1:500)
- Drawings of the development (Scale 1:50)
- All drawings to differentiate between the original building, all extensions and proposed development
- Copy of Planning Permission, Fire Safety Certificate or any other statutory approval already obtained, where applicable
- Prescribed Fee of €80.00 Euro

COMPLETED APPLICATIONS TO BE RETURNED TO:

Kilkenny County Council
Planning Department
County Hall
John Street
Kilkenny