

**PLANNING APPLICATION FORM**

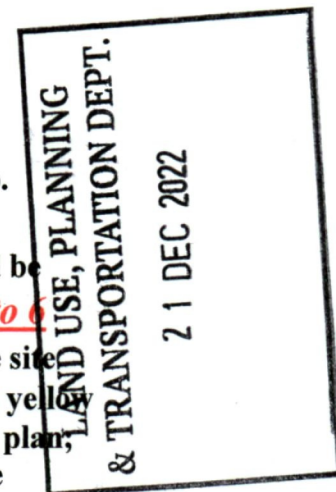
**PLANNING APPLICATION CHECKLIST**  
**PLEASE READ PRIOR TO SUBMITTING AN APPLICATION**  
**AND *DETACH* FROM APPLICATION FORM**

1. Have you answered ***all*** questions on the application form/have you used the correct application form - check that all relevant pages of the application form are included.
2. Is the newspaper notice within the statutory 2 week time limit and worded correctly (see sample attached)  
**N.B. full page** of newspaper or **copy of full page** must be submitted.
3. Is the Site Notice dated within the statutory 2 week time limit and worded correctly (see sample attached).  
**N.B.** Where it appears to the Planning Authority that the site notice will not be visible or easily legible by members of the public by reason of it being positioned on an open gate, the Planning Authority will consider that this does not satisfy the requirements of Article 19 of the Planning and Development Regulations, 2001 as amended and accordingly any such application will be deemed invalid.
4. Have you included the correct fee (schedule of fees attached).
5. Have you completed the Additional Contact Information section  
**(N.B. ensure that this page is submitted with the application form).**
6. Have you included **6 sets** of maps/plans/documents which should be submitted as follows: ***maps/drawings should be pre-sorted into 6 sets and each set should contain:*** (i) site location map with the site outlined in red, total land ownership in blue, wayleaves marked in yellow and indicating the location of the site notice; (ii) site layout/block plan; (iii) any other plans/drawings necessary to adequately describe the proposed works.

**Note:** Ordnance Survey has advised, as per Circular Letter PD 8/2002 from the D.O.E., that compliance with the relevant copyright laws requires that Planning Authorities do **not** accept into public records Ordnance Survey Ireland copyright material that is not either an original or a copy clearly marked showing a copyright licence number.

**NOTE 1:** The notes/directions which accompany the application form should be read prior to completing the application form for instructions on completing the application form and on the documentation requirements and should **not** be submitted with the application.

**NOTE 2:** All documentation submitted with a planning application forms part of the application and will be included in both the hard copy of the file and the copy which is available on the Council's website – [www.sdcc.ie](http://www.sdcc.ie). Caution should therefore be exercised in submitting documentation with your planning



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application which you do not wish to have publicly available. In this regard and in the interests in Data Protection the following documents should not be submitted: Certificates (Birth, Marriage, Death etc.); Medical Records specifically detailing medical conditions/complaints; financial details of any type which include account details (bank/building society/credit union/other statements or account nos.); other personal documents e.g. Drivers Licences, phone statements, gas/electricity/other utility bills which may contain personal information.

**NOTE 3:** With certain exceptions it is an offence, under the Forestry Act 1946, to fell trees without a felling licence having been granted by the Forestry Service. Failure to obtain a felling licence when necessary may result in criminal prosecution. Developers are advised to contact the felling Section, Forest Service, Dept. of Agriculture & Food, Johnstown Castle Estate, Co. Wexford (Tel. 053 9163400) before undertaking any tree felling as part of any proposed development.

**NOTE 4:** Development contributions are a payment in respect of public infrastructure and facilities benefitting development in the area of the planning authority, that is provided, or that it is intended will be provided, by or on behalf of a local authority.

Applicants should note that conditions requiring contributions to be paid at commencement of development are applicable to many developments and in this regard should consult the [Councils Development Contribution Scheme 2010-2017](#) available on the Homepage of the Planning Department website under the link to Planning Applications at the left-hand side of the page.

**NOTE 5:** An outline application may not be made in respect of development which requires an NIS (Natura Impact Statement).

**NOTE 6:** 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 for Arts, Heritage and the Gaeltacht (pursuant to Article 16 of the Habitats Directive).

**PLANNING APPLICATION FORM****SOUTH DUBLIN COUNTY COUNCIL****PLANNING APPLICATION FORM**

Form No. 2 of Schedule 3 to the Planning and Development Regulations 2006 and  
Planning and Development (Amendment) (No. 3) Regulations 2015

Planning Department, County Hall, Town Centre, Tallaght. Dublin 24.  
Tel: (01) 4149000 Fax: (01) 4149104 Email: [planning.dept@sdblincoco.ie](mailto:planning.dept@sdblincoco.ie)

**PLEASE NOTE THAT INFORMATION SUBMITTED WITH A PLANNING APPLICATION WILL BE AVAILABLE TO VIEW ON THE PUBLIC FILE AND ON THE COUNCIL'S WEBSITE WITH THE EXCEPTION OF CONTACT DETAILS OF APPLICANTS [www.sdblincoco.ie](http://www.sdblincoco.ie)**

**STANDARD PLANNING APPLICATION FORM & ACCOMPANYING DOCUMENTATION:**

Please read directions & documentation requirements at back of form before completion.

All questions relevant to the proposal being applied for must be answered.

Non-relevant questions: Please mark N/A

*Please ensure all necessary documentation is attached to your application form.*

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

**DATA PROTECTION**

*All planning applications are made available for public inspection and each week lists of planning applications received and planning decisions are published on [www.sdblincoco.ie](http://www.sdblincoco.ie)*

*The publication of planning applications by planning authorities may lead to applicants being targeted by persons engaged in direct marketing. In response to a request from the Data Protection Commissioner, you are 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.*

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

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**1. Name of Relevant Planning Authority:**

**SOUTH DUBLIN COUNTY COUNCIL**

**2. Location of Proposed Development:**

*Postal Address or Townland or Location (as may best identify the land or structure in question)*

**No. 34 Crannagh Park, Rathfarnham, Dublin 14. D14  
KX49.**

*Ordnance Survey Map Ref No (and the Grid Reference where available)<sup>1</sup>*  
**3328-24**

**ITM-714680, 729308**

**3. Type of planning permission (please tick appropriate box):**

Permission

Permission for retention

Outline Permission

Permission consequent on Grant of Outline Permission

**4. Where planning permission is consequent on grant of outline permission\*: Not applicable**

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Outline Permission Register Reference Number: \_\_\_\_\_

Date of Grant of Outline Permission\*: \_\_\_\_/\_\_\_\_/\_\_\_\_

**\*NOTE:** Permission consequent on the grant of Outline Permission should be sought only where Outline Permission was previously granted. Under S.36 3(a) of the Planning and Development Act 2000 (as amended) Outline Permission lasts for 3 years.

**Outline Permission may not be sought for:**

- (a) the retention of structures or continuance of uses, **or**
- (b) developments requiring the submission of an Environmental Impact Statement/I.P.C./Waste Licence **or**
- (c) works to Protected Structures or proposed Protected Structures.

**5. Applicant<sup>2</sup>** (person/entity seeking planning permission not an agent acting on his/her behalf)

Name(s)

- Elis Ni Chinnseamhain

Address(es) Must be supplied at end of this application form - **Question 26**

**6. Where Applicant is a Company** (registered under the Companies Acts 1963 to 1999)- **Not applicable**

Name(s) of company director(s)

Registered Address (of company)

Company Registration No.

Telephone No.

Email Address (if any)

Fax No. (if any)

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

Name

DRB Design

Address To be supplied at end of this application form - **Question 27**

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***Should all correspondence be sent to the address provided in Question 27? (please tick appropriate box and note that if the answer is 'No', all correspondence will be sent to the Applicant's address provided in Question 26)***

Yes [ / ]      No [   ]

**8. Person responsible for preparation of Drawings and**

**Plans <sup>3</sup> :**

Name

Daryl Bent

Address Must be supplied at end of this application form - **Question 28**

**9. Description of Proposed Development:**

Brief description of nature and extent of development <sup>4</sup> (This should correspond with the wording of the newspaper advert and site notice.)

Permission for conversion of her attic to storage including changing her existing hipped end roof to a gable end roof, a dormer window to the rear, 3 velux rooflights to the front elevation and a window to the new gable wall, all at roof level.

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**10. Legal Interest of Applicant in the Land or Structure:**

Please tick appropriate box to show applicant's legal interest in the land or structure	<b>A.</b> Owner /	<b>B.</b> Occupier
	<b>C.</b> 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 and address of owner <b>on the last page of this application form - Question 29.</b> You must also supply a letter from the owner of consent to make the application as listed in the accompanying documentation		

**11. Site Area:**

Area of site to which the application relates in hectares	0.0454  ha
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**12. Where the application relates to a building or buildings:**

Gross floor space <sup>5</sup> of any <b>existing</b> building(s) in sq. m	178.5 (house & garage )
Gross floor space of <b>proposed</b> works in sq. m	29
Gross floor space of work to be <b>retained</b> in sq. m (if appropriate)	0
Gross floor space of any <b>demolition</b> in sq. m (if appropriate)	0
<b>Note:</b> 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 <b>inside</b> the external wall.	

**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: Not Applicable**

Class of Development	Gross floor area in sq.m

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**14. In the case of residential development provide breakdown of residential mix. Not applicable**

<b>Number of</b>	Studio	1 Bed	2 Bed	3 Bed	4 Bed	4+ Bed	Total
Houses							
Apartments							

<i>Number of car-parking spaces to be provided</i>	Existing:	Proposed:	Total:
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**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: Not applicable**

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

**16. Social and Affordable Housing**

<b>Please tick appropriate box</b>	<b>YES</b>	<b>NO</b>
<p><i>Is the application an application for permission for development to which Part V of the Planning and Development Act 2000 as amended by the Urban Regeneration and Housing Act 2015 applies?<sup>7</sup></i></p> <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 of how you propose 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 of 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</p>		/



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<p>the Planning Authority's functional area proposed to be leased to the Planning Authority or details of any combination of the foregoing and (ii) details of the calculations and methodology for calculating the 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 of Part V of the Act.</p> <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 and 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(13) of the Planning and Development Act 2000 (as amended)<sup>9</sup>, details indicating the basis on which section 96(13) is considered to apply to the development should be submitted.</p>		

**17. Development Details**

<b>Please tick appropriate box</b>	<b>YES</b>	<b>NO</b>
<p><i>Does the proposed development consist of work to a protected structure and/or its curtilage or proposed protected structure and/or its curtilage?</i></p> <p><b>Note: If yes, newspaper and site notice must indicate fact.</b></p>		/
<p><i>Does the proposed development consist of work to the exterior of a structure which is located within an architectural conservation area (ACA)?</i></p>		/
<p><i>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></i></p>		/
<p><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?</i></p>		/

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Does the proposed development require the preparation of an Environmental Impact Statement <sup>11</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? <b>Note: If yes, newspaper and site notice must indicate fact.</b>		/
Does the application relate to a development which comprises or is for the purposes of an activity requiring a waste licence? <b>Note: If yes, newspaper and site notice must indicate fact.</b>		/
Do the Major Accident Regulations apply to the proposed development?		/
Does the application relate to a development in a Strategic Development Zone? <b>Note: If yes, newspaper and site notice must indicate fact.</b>		/
Does the proposed development involve the demolition of any habitable house <sup>12</sup> ? <b>Note: Demolition of a habitable house requires planning permission.</b>		/

**18. Site History**

Details regarding site history (if known)
Has the site in question ever, to your knowledge, been flooded? Yes [ ]                      No [ X ]
If yes, please give details e.g. year, extent _____
_____
Are you aware of previous uses of the site e.g. dumping or quarrying? Yes [ ]                      No [ X ]

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If yes, please give details.

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

Yes [ ]                      No [ X ]

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:** \_\_\_\_\_

**Reference No.:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Reference No.:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*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 2001-2006 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> ?***

Yes [ ]                      No [ X ]

An Bord Pleanála Reference No.:

*(Note: the Appeal must be **determined or withdrawn before** another similar application can be made).*

**19. Pre-application Consultation**

***Has a pre-application consultation taken place in relation to the proposed development <sup>14</sup> ?***

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Yes [ ] No [ X ]

If yes, please give details:

Reference No. (if any): \_\_\_\_\_

Date(s) of consultation: \_\_\_\_/\_\_\_\_/\_\_\_\_

Persons

involved: \_\_\_\_\_

## 20. Services

### **Proposed Source of Water Supply**

Existing connection [ X ] New connection [ ]

Public Mains [ X ] Group Water Scheme [ ] Private Well [ ]

Other (please specify):  
\_\_\_\_\_

*Name of Group Water Scheme (where applicable)*  
\_\_\_\_\_

### **Proposed Wastewater Management/Treatment**

Existing [ X ] New [ ]

Public Sewer [ X ] Conventional septic tank system [ ]

Other on-site treatment system [ ] Please specify  
\_\_\_\_\_

### **Proposed Surface Water Disposal**

Public Sewer/Drain [ X ] Soakpit [ ]

Watercourse [ ] Other [ ] Please specify  
\_\_\_\_\_

## 21. Details of Public Notice

Approved newspaper <sup>15</sup> in which notice was published	Herald
Date of publication	20/12/2022
Date on which site notice was erected	13/12/2022

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**22. Application Fee**

Fee Payable	€34.00
Basis of Calculation  Please see fee notes available on Council website <a href="http://www.sdcc.ie">www.sdcc.ie</a>	Class 1

**SUPPLEMENTARY INFORMATION**

(Sections 23 - 25)

**23. Is it proposed that the Development will: (please tick appropriate box) <sup>19</sup> : (see note 19)**

- A Be **Taken in Charge** by the County Council ( )
- B Be maintained by **an Estate Management Company** ( )
- C In **part be Taken in Charge and part maintained** by an Estate Management Company ( )

*In the case of B or C please submit a Site Layout drawing that clearly indicates the services within the estate/development (Roads, Footpaths, Car Parking Spaces, Foul/Surface Water Sewers, Watermain and Open Spaces) that will be maintained by the Estate Management Company.*

**24. Do any Statutory Notices apply to the site/building at present?  
(e.g. Enforcement, Dangerous Buildings, Derelict Sites)**

Yes  No  Place an X in the appropriate box.

If yes, please give  
Details 590216 None \_\_\_\_\_

**25. Please describe where the site notice(s) is/are erected at site of proposed development**

In the front Garden of the property

*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:*

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Signed (Applicant or Agent as appropriate)	<i>Paul Best</i>
Date:	20 <sup>th</sup> December 2022

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.

**NOTES TO APPLICANT**

Sections 1 to 22 of this form MUST be completed *insofar as they relate to your particular proposal*. Failure to do so will render your application invalid.

Sections 23-25 seek supplementary information which may be needed by this Planning Authority to assess the application, depending on your proposal.

You must provide contact details as requested - Questions 26-29 as appropriate in order to be notified of the decision of the planning authority.

Please read the further notes attached to this document and extensive guide documents in the Forms area of the Council website [www.sdublincoco.ie](http://www.sdublincoco.ie) for further assistance in making your application.

**FOR OFFICE USE ONLY**

Application Type <i>Permission</i> .....	Date received <i>22/12/22</i>	Document lodged <i>22/12/22</i>	Newspaper Notice <i>The Herald</i> <i>20/12/22.</i>
Register Reference <i>S022B/0539</i> .....			
Fee Received € <i>34-</i> .....			
Receipt No..... Date: .....			
O.S.I. Map Reference .....			
L.A.P. Area Reference .....			