

## PLANNING AND DEVELOPMENT REGULATIONS 2001-2006

This list is not exhaustive and should be read in conjunction with other materials available in guidance documents on [www.sdcc.ie](http://www.sdcc.ie). The attention of applicants is also drawn to the Planning and Development Regulations 2006. Documents required with your application will depend on the type of development. They need to show clearly your development proposals, what the development will look like when finished, and how it will relate to the site and to the adjoining structures and property. Every application must be accompanied by:-

- (1) Six sets of drawings to a stated **metric** scale. Each set to include a **site location map to a scale not less than 1:1000 in built-up areas and 1:2500 elsewhere showing the site of the proposed development outlined in red**; a layout, or block plan to a scale of not less than 1:500 showing (in colour) the boundary of the site and also showing buildings, roads, etc. in the vicinity of the site; and drawings of relevant floor plans, elevations, sections, details of type and location of septic tank (if applicable) and such other particulars as are necessary to identify the land and to describe the works or structure to which the application relates (new work to be coloured). Any adjoining lands in which the applicant has an interest must be outlined in blue and wayleaves coloured yellow. The position of the site notice erected on the land or structure may be shown on the site location map. Other Plans, Elevations and sections should be drawn at a scale not less than 1:200. All drawings should indicate the North Point, **with the exception of OSI Maps which already display this information**. All plans in proximity to Casement Aerodrome/Baldonnell and Western Aerodrome should indicate the levels/contours of the land and proposed structure relevant to Ordnance Survey Datum.

**NOTE:** In relation to applications pertaining to a Protected Structure (or Proposed Protected Structure) it is necessary to submit plans and other particulars as are necessary to show how the development would affect the character of the Protected Structure or proposed Protected Structure. Survey drawings and photographic records of existing structures should accompany the application

- (2) Particulars of provision of Social/Affordable housing in compliance with the Housing Strategy, or, if exempt, certificate of exemption from the requirements of Section 96, Planning & Development Act 2000.
- (3) The relevant page or copy of the relevant page of a newspaper on approved list containing the required statutory notice.

The newspaper notice must be headed "**South Dublin County Council**" and must state:-

- (a) the postal address or townland of the structure or the location of the land,
- (b) whether the application is for permission, outline permission or permission consequent on grant of outline permission or retention of development,
- (c) the nature and extent of the development proposed.
- (d) any demolition of habitable accommodation should be indicated,
- (e) if the application is accompanied by An Environmental Impact Statement the notice should state this and
- (f) that the E.I.S. will be available at the office of the Planning Authority.
- (g) if the application relates to a Protected Structure and/or its curtilage.
- (h) that the application may be inspected or purchased at the offices of the Planning Authority during its public opening hours (Mon-Fri, 9am-4pm) and that a submission or observation in relation to the application can be made in writing to the Planning Authority on payment of the

prescribed fee (€20) within the period of 5 weeks from date of receipt by the Planning Authority of the application.

- (i) whether the site is in a Strategic Development Zone(SDZ)
- (j) whether the application relates to development comprising or is, for the purposes of an activity requiring an integrated pollution control license or a waste license.

**NOTE: Applications must be received within two weeks from date of publication of the notice.**

- (4) One copy of the text of the site notice

**The site notice** must be headed "**South Dublin County Council**" and must state:-

- (a) the name of the applicant,
- (b) whether the application is for permission, outline permission or permission consequent on grant of outline permission or retention of development,
- (c) the nature and extent of the development proposed. If the development includes the provision of dwellings, the number of dwellings must be stated.
- (d) if retention is involved the notice should be worded accordingly,
- (e) that the application may be inspected or purchased at the office of the Planning Authority.
- (f) the date of erection of the Notice
- (g) if the application relates to a Protected Structure
- (h) Where a subsequent application is made within 6 months from the date of making the first in respect of the site or part of the site to which the first application related, the site notice *shall be* inscribed on a yellow background. In the interests of public information please quote the Ref. No. and date of Decision of previous application where possible on notices with yellow backgrounds. Omitting this information will not result in invalidation however.
- (i) that the application may be inspected or purchased at the offices of the Planning Authority during its public opening hours and a submission or observation in relation to the application can be made in writing to the Planning Authority on payment of the prescribed fee (€20) within the period of 5 weeks from date of receipt by the Planning Authority of the application.

**NOTE: Site notice must be maintained in position for a period of 5 weeks after the application is lodged and applications must be received within 2 weeks from date erection of site notice.**

Sample Site Notices and adverts are available from [www.sdcc.ie](http://www.sdcc.ie)

In the case of a change of use of any structure or land, a statement of the existing use and the proposed use, or where appropriate, the former use and the use proposed must be submitted.

- (6) Where drainage by means of a septic tank is proposed, before an application is considered, the applicant may be required to arrange for a trial hole to be inspected and declared suitable for the satisfactory percolation of septic tank effluent. The trial hole to be dug two metres deep at or about the site of the percolation area. Septic tanks to be in accordance with S.R. 6:1991.
- (7) FEES: In order for the appropriate fee to be assessed it is essential that the drawing show clearly; new works; works to be retained; different use classes etc. The correct fee must be submitted.
- (8) **NOTE:** Under S. 37(5) no applications for permission for the same development or development of the same description as an application for permission which is under appeal can be made until ABP has determined the appeal or it has been withdrawn. If so, the application is invalid.

**IMPORTANT NOTE: In accordance with Article 26 of the Planning and Development Regulations 2001-2006, where any of the above requirements have not been complied with, the planning application shall be invalid.**

**It should be noted that acknowledgement of an application does not imply that the application is valid.**

# FEES

## **IMPORTANT NOTE IN RELATION TO INTERPRETATION OF FEES**

1. The “provision of a house”, building or other structure means -
  - (a) the carrying out of works
  - (b) the making of a material change in the use of a structure, or
  - (c) the retention of an unauthorised development.
  
2. (a) Subject to paragraph (b), at references 6, 7, 11 and 12 of Column 1 of the Scale of Fees, “use of land” shall include the retention of an unauthorised use of land, and the carrying out of works, or the retention of structures, on, in or under the land which are incidental to the use.
  - (b) At reference 11 of Column 1 of the Scale of Fees, “use of land” shall not include the carrying out of works for the provision of a club house or related facilities for persons using the golf course or pitch and putt course, or the retention of any such structures.

### **Scale of Fees for Planning Applications**

Column 1 Class of Development	Column 2 Amount of Fee	Column 3 Amount of Fee for Retention Permission
1. The provision of a house	€5	€195 or €2.50 for each square metre of gross floor space for which permission is sought, whichever is the greater.
2. (a) Any works for the carrying out of maintenance, improvement or other alterations of an existing house (including any works for the provision of an extension or the conversion for use as part of the house of any garage, store, shed or other structure). (b) Any other works, including the erection, construction or alteration of structures, within or bounding the curtilage of an existing house, for purposes ancillary to the enjoyment of the house as such.	€4  €4	€102 or €2.50 for each square metre of gross floor space for which permission is sought, whichever is the greater.  €102 or €2.50 for each square metre of gross floor space for which permission is sought, whichever is the greater.
3. The provision of buildings or other structures for the purposes of agriculture or the keeping of greyhounds.	(i) In the case buildings, €80 for each building, or €1 for each square metre of gross floor space to be provided in excess of 50 square metres in the case of a building for the keeping of greyhounds or 200 square metres in any other case, whichever is the greater, (ii) In the case of any other structures, €80 for each structure, subject to a maximum of €300.	(i) In the case of buildings, €240 for each building, or €3 for each square metre of gross floor space to be provided in excess of 50 square metres in the case of a building for keeping of greyhounds or 200 square metres in any other case, whichever is the greater,  (ii) In the case of any other structures €240 for each structure, subject to a maximum of €900.
4. The provision of buildings other than buildings coming within class 1, 2 or 3.	€80 for each building, or €3.60 for each square metre of gross floor space to be provided, whichever is the greater.	€240 for each building, or €10.80 for each square metre of gross floor space to be provided, whichever is the greater.
5. (a) The use of uncultivated land or semi-natural areas for intensive agricultural purposes. (b) Initial afforestation. (c) The replacement of broad-leaf high forest by conifer species. (d) Peat extraction.	€ for each hectare of site area.  € for each hectare of site area. €80 or € for each hectare of site area, whichever is the greater. € for each hectare of site area.	€15 for each hectare of site area.  €15 for each hectare of site area. €240, or €15 for each hectare of site area, whichever is the greater. €15 for each hectare of site area.
6. The use of land for – (a) the winning and working of minerals. (b) the deposit of refuse or waste	€00, or €0 for each 0.1 hectare of site area, whichever is the greater.	€1500, or €150 for each 0.1 hectare of site area, whichever is the greater.

7. The use of land for – (a) the keeping or placing of any tents, campervans, caravans or other structures (whether or not movable or collapsible) for the purpose of caravanning or camping or the sale of goods. (b) the parking of motor vehicles (c) the open storage of motor vehicles or other objects or substances.	€80 or €50 for each 0.1 hectare of site area, whichever is the greater.	€40 or €150 for each 0.1 hectare of site area, whichever is the greater.
8. The provision on, in over or under land of plant or machinery, or of tanks or other structures (other than buildings) for storage purposes.	€200 or €50 for each 0.1 hectare of site area, whichever is the greater.	€600 or €150 for each 0.1 hectare of site area, whichever is the greater.
9. The provision of an advertisement structure or the use of an existing structure or other land for the exhibition of advertisements.	€80 or €20 for each square metre, or part thereof, of advertising space to be provided, whichever is the greater.	€40 or €60 for each square metre, or part thereof, of advertising space to be provided, whichever is the greater.
10. The provision of overhead transmission or distribution lines for conduction electricity, or overhead telecommunications lines.	€80 or €50 for each 1,000 metres length, or part thereof, whichever is the greater.	€40 or €150 for each 1,000 metres length, or part thereof, whichever is the greater.
11. The use of land as a golf course or a pitch and putt course – not including club house.	€50 for each hectare of site area.	€150 for each hectare of site area.
12. The use of land as a burial ground.	€200 or €50 for each hectare of site area, whichever is the greater.	€600 or €150 for each hectare of site area, whichever is the greater.
13. Development not coming within any of the foregoing classes.	€80 or €10 for each 0.1 hectare of site area, whichever is the greater.	€40 or €30 for each 0.1 hectare of site area, whichever is the greater.

### **Maximum and minimum fees for planning applications**

1. The **maximum fee** payable to a planning authority by an applicant in respect of an **outline** application shall be **€28,500**.
2. The **maximum fee** payable to a planning authority by an applicant in respect of an application to which article 161 applies shall be **€9,500 i.e. reduced fee**.
3. The **maximum fee** payable to a planning authority by an applicant in respect of an application for permission **for retention of unauthorised development applies shall be €125,000**.
4. The **maximum fee** payable to a planning authority by an applicant in respect of any planning application other than an application mentioned in paragraph 1,2 or 3 shall be **€38,000**.
5. The minimum fee payable to a planning authority by an applicant in respect of a planning application shall be €34 and, in any case where the planning authority make a refund in respect of a planning application, the refund shall not be such as to reduce the balance of the fee to less than €34.