Part 4 of the Planning and Development Act, 2024

REGULATION 6 of the Planning and Development (Control of Development – Planning Authorities) Regulations 2026

SAMPLE NEWSPAPER NOTICE

SOUTH DUBLIN COUNTY COUNCIL

_____[1]

is/are applying for _____[2]

for _____[3]

at _____[4]

This planning application may be inspected or purchased at a fee not exceeding the reasonable cost of making a copy, at the offices of South Dublin County Council during its public opening hours of Monday – Friday 10:00 a.m. – 4:00 p.m. A submission or observation in relation to the application may be made to South Dublin County Council in writing and on payment of the prescribed fee (€20), and accompanied by the relevant declaration within the period of 5 weeks[5] beginning on the date of receipt by the authority of the application.

Directions for completing this notice.

1. Insert name of Applicant, ***not*** agent.
2. Insert type of Permission. Types of permission which may be applied for:
    i. Permission;
    ii. Permission for Retention;
    iii. Outline Permission;
    iv. Permission consequent to the grant of Outline Permission (*state Reg Ref No of relevant Outline Permission*);
    v. Alteration to an existing permission (*state Reg Ref No of relevant existing permission*).
3. Insert brief description of nature and extent of the proposed development.
4. Insert the location, townland or postal address of the land or structure to which the application relates (as may be appropriate).
5. In the case of a newspaper notice relating to an application for permission for small-scale solar equipment development or development that is the installation of a small-scale non-ground source heat pump, this period shall be 2 weeks.

Guide to Newspaper Notice

Regulation 6(d) of the Planning and Development (Control of Development – Planning Authorities) Regulations states that the proposed development description in the newspaper notice shall include:

a) where the application relates to development consisting of or comprising the provision of houses, the number of houses to be provided. 'Houses' includes buildings designed as 2 or more dwellings or flats, apartments or other dwellings within a building;

b) where the application relates to the retention of a structure, the nature of the proposed use of the structure and, where appropriate, the period for which it is proposed to retain the structure;

c) where the application relates to development which would consist of or comprise the carrying out of works to a Protected Structure or proposed protected structure, an indication of that fact;

d) where the application relates to development which comprises or is for the purposes of an activity requiring an Integrated Pollution Control Licence, an Industrial Emissions Licence, a Waste Licence, a Waste Water Discharge Licence, or an Abstraction Licence, an indication of that fact;

e) where the application relates to development in a Strategic Development Zone (SDZ) or an Urban Development Zone (UDZ), an indication of that fact;

f) where the application relates to a Large-Scale Residential Development (LRD), an indication of that fact and inclusion of the web address referred to in Regulation 11;

g) where the application relates to Renewable Energy Development (under the Renewable Energy Directive/RED III), Regulation 27 of the European Union (Planning and Development) (Renewable Energy Directive) Regulations 2026 requires that the following shall be stated:

    i. that the application is subject to section 150A of the Act;

    ii. that the period within which the planning authority is required to determine whether the application is complete under section 150A of the Act commences on the date of receipt of the application; and

    iii. whether the period applicable under section 150A of the Act is:

        I. 45 days from the date of receipt of the application; or
        II. 30 days from that date.

The following information, where relevant, should also be included in the newspaper notice:

1. where an Environmental Impact Assessment Report (EIAR) has been prepared in respect of the planning application, an indication of that fact;

2. where a Natura Impact Statement (NIS) has been prepared in respect of the planning application, an indication of that fact;

3. where a planning application relates to development consisting of the provision of, or modifications to, an establishment within the meaning of Part 11 of the Regulations (Major Accidents Directive), an indication of that fact.

Strict 2026 Validation Warnings

- Under the 2026 Regulations, local authorities can invalidate an application **even after issuing an acknowledgement letter** if a notice defect is discovered during site inspection.

- **Full Newspaper Page.** Submit the complete, uncut page of the newspaper showing the masthead and publication date with your application.

NOTE: *Applications must be received **within 2 weeks** from date of publication of the notice in accordance with Regulation 5 of the Planning & Development (Control of Development – Planning Authorities) Regulations 2026, **counting the date of publication as Day 1**.*

For example, a notice published on Tuesday 17th November 2026 must be lodged on or before Monday 30th November 2026.

Where the last day of the two-week period referred to above is a Saturday, Sunday, a public holiday within the meaning of the Organisation of Working Time Act, 1997 or any other day on which the offices of the planning authority are closed, the application shall be valid if received on the next following day on which the offices of the planning authority are open.