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Pre-Application Consultation Request

Section 89 of the Planning and Development Act 2024

BEFORE FILLING OUT THIS FORM PLEASE NOTE THE FOLLOWING

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 Planning Authority refusing to deal with your request. Therefore, ensure that each section of this request form is fully completed and signed, entering n/a (not applicable) where appropriate, and that all necessary documentation is attached to the request form.

HOLDING OF PRE-APPLICATION CONSULTATIONS WITH THE PLANNING AUTHORITY

Under section 167 of the Planning and Development Act 2024 the taking place of a pre-application consultation shall not prejudice the performance by the planning authority of its functions under this Act or any regulations under this Act or any other enactment and cannot be relied upon in the formal planning process or in legal proceedings.

SCOPE OF FORM

Use this form to request a standard pre-application consultation under **Section 89** of the Planning and Development Act 2024. Do **not** use this form for:

- **Large-Scale Residential Developments (LRDs):** use the prescribed LRD Consultation Form under **Section 90**;
- **Flexibility / Unconfirmed Specification Opinions:** where certain technical specifications (e.g. turbine, battery, or plant model) cannot be confirmed prior to procurement, use the prescribed **Form 11** request;
- **Exempted Development Confirmation:** pre-application consultations do **not** determine whether works are exempted development. To obtain a formal statutory determination, submit a **Section 10 Declaration Application**.

DATA PROTECTION

It is the responsibility of persons or entities wishing to use any personal data on this form for direct marketing purposes to be satisfied that they may do so legitimately under the requirements of the Data Protection Acts 1988 to 2018. The Office of the Data Protection Commissioner states that the sending of marketing material to individuals without consent may result in action by the Data Protection Commissioner against the sender including prosecution.

Request for formal pre-application consultation with **South Dublin County Council**

1) Prospective Applicant's Name:	

2) Contact details of person authorised to operate on behalf of the Prospective Applicant (Applicant or Agent):	

3) Address and Legal Interest:			
(a)	Full address of where development is to be located, including Townland and Eircode (if available):		
(b)	Area of site:		
(c)	The interest in land or structure held by the applicant:	Owner	☐
		Occupier	☐
		Other	☐
	If 'other', please provide details and/or additional supporting information.		
The Planning Authority may only undertake Pre-Planning Consultation on specific proposals where the consultee has legal interest in the lands.			

4) Category of Proposed Development:		
Is this proposed development a Residential development of not less than 10 housing units (houses, apartments, duplexes, or a mix of these types)?	Yes ☐	No ☐
Is this proposed development consisting of student accommodation containing not less than 200 bed spaces?	Yes ☐	No ☐
Is this proposed development non-residential development of 1,000 square metres or more gross floor space?	Yes ☐	No ☐

5) Detailed Description of Proposed Development:

Describe the proposed works, building heights, gross floor area, proposed uses, access arrangements, and any demolition works. Attach a separate design/policy rationale statement if available.

6) Specific Planning Queries to be addressed at Consultation:

List the key policy, design, density, access, or technical questions for discussion with the Planning Authority.

7) Information to be included where relevant, with a pre-application consultation request under sections 89 and 90 of the Planning and Development Act 2024:		
Does the proposed development consist of work to a protected structure and/or its curtilage or proposed protected structure and/or its curtilage?	Yes ☐	No ☐
Does the proposed development consist of work to the exterior of a structure which is located within an architectural conservation area (ACA)?	Yes ☐	No ☐
Does the proposed development affect or lie close to a monument recorded under the National Monuments Act?	Yes ☐	No ☐
Is the site within or close to a Special Area of Conservation (SAC), Special Protection Area (SPA), or Natural Heritage Area (NHA)?	Yes ☐	No ☐
Does the proposed development require the preparation of an Environmental Impact Assessment Report (EIAR) or sub-threshold EIA screening?	Yes ☐	No ☐
Does the proposed development involve the demolition of a structure (other than a Protected Structure or in an ACA)? (*Note: under the 2026 Regulations, a Demolition Impact Assessment is required at application stage.*)	Yes ☐	No ☐
Does the application relate to a development which comprises or is for the purposes of an activity requiring an EPA Licence?	Yes ☐	No ☐
Does the application relate to a development which comprises or is for the purposes of an activity requiring a Waste Licence?	Yes ☐	No ☐
Do the Major Accident Regulations apply to the proposed development?	Yes ☐	No ☐

8) Site History Information:		
Has a previous Pre-Application Consultation(s) (Section 90 or former Section 247) taken place regarding this site?	Yes ☐	No ☐
If yes, provide details e.g. Planning Authority's Ref No(s).		
Has a valid planning application(s) been previously made in respect of this site?	Yes ☐	No ☐

If yes, provide details, e.g. Reg Ref No(s)., Final Decision(s)		
If permission was previously refused, explain briefly how this proposal overcomes the reason(s) for refusal?		
Is the prospective applicant aware if the site has ever been flooded?	Yes ☐	No ☐
If yes, provide details, e.g. year, extent:		
Is the prospective applicant aware of previous uses of the site?	Yes ☐	No ☐
If yes, provide details:		
Is the site subject to a current Appeal(s) to An Coimisiún Pleanála (ACP)?	Yes ☐	No ☐
If yes, provide details, e.g. ACP Ref No(s).		
Is the structure or land currently the subject of any planning enforcement proceedings under Part 11 of the Planning and Development Act 2024 (or former Part VIII of the 2000 Act)?	Yes ☐	No ☐
If yes, provide details, e.g. Enforcement Reference No.		
Will the proposal require a new or upgraded connection to public water supply or foul drainage?	Yes ☐	No ☐
Has a Pre-Connection Enquiry (PCE) been submitted to Uisce Eireann?	Yes ☐	No ☐
If yes, provide Uisce Eireann Reference No.: *If no, please explain why:*		

Is the site within an area at risk of flooding?	Yes ☐	No ☐
Refer to Strategic Flood Risk in SDCC Development Plan 2022-2028 *strategic-flood-risk-assessment-south-dublin-county-development-plan.pdf*		
Has a concept design for Storm water, including Sustainable Urban Drainage System (SuDS) been considered in the proposed development?	Yes ☐	No ☐
Refer to SDCC SuDS Explanatory Design and Evaluation Guide *sdcc-suds-explanatory-design-and-evaluation-guide.pdf*		

9) SDCC Pre-Planning Guidance Confirmation & Declaration:
I/We hereby confirm that, I/We have reviewed the Council's Pre-Planning Guidance Documents available on the Council's website and have incorporated such guidance as appropriate into this proposal for consultation. I/We hereby request a pre-application consultation with South Dublin County Council pursuant to Section 90 of the Planning and Development Act 2024. I/We confirm that the particulars given above are accurate to the best of my/our knowledge and belief.
Signature of Applicant/Agent:

Date:	

NOT TO BE PUBLISHED	
10) Applicant Address / Contact Details:	
Address:	
Email Address:	
Telephone Number:	

11) Agent (if any) Address / Contact Details:	
Address:	
Email Address:	
Telephone Number;	

Should all correspondence be sent to the agent address (where applicable)?

Please tick appropriate box. Please note that if the answer is 'No', all correspondence will be sent to the applicant address.

Yes ☐ / No ☐

A contact address must be given, whether that of the applicant or that of the agent.

Documents to accompany this form

• Required: Ordnance Survey map or site location map minimum 1:2500 scale which clearly outlines the location and extent of the proposal site. Failure to do so will result in your pre-planning consultation application being returned to you (Ordnance Survey maps can obtained from https://osi.ie/).

• Required: A letter of consent from the owner of the lands if not the owner.

• Any other supporting information including photographs, sketches, or preliminary drawings as appropriate.

Please note:

1. Consultations entail maintaining a record, which will be placed and kept with documents to which any subsequent planning application relates and will be publicly viewable.
2. Pre-planning consultations are available only to parties who have a legal interest in the site of the proposed development. If you do not have a legal interest in the proposed site, you must obtain letter of consent from the owner of the lands.
3. It should also be noted that pre-planning requests should relate to a specific proposal for the land in question. Those that are speculative in the sense that they refer to lands/ property with the applicant requesting advice in general together with queries relating to sites that are up for auction and seeking advice for 'development potential' for their lands cannot be dealt with by the planning authority.
4. If an applicant has a private preliminary agreement with the owner but the site is not up for auction to the public, the planning authority can give pre-planning advice once the applicant submits a written letter of consent from the landowner to the applicant engaging with the planning authority in a pre-planning consultation in relation to the site.
5. Site visits are not conducted for pre application consultation queries for single houses.
6. Pre application consultations are not provided where a site is up for auction.
7. An applicant is obliged to have engaged in at least one pre-planning meeting prior to making a planning application where a proposed development:

    (a) consists of not less than 10 housing units;

    (b) consists of student accommodation containing not less than 200 or more bed spaces;

    (c) (other than residential development)contains not less than 1000 square metres or more gross floor space; or

    (d) such other development as may be prescribed.