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SDCC Pre Planning Guidance

Pre planning application consultation with those with a legal interest in land to be developed is widely recognised as being of benefit. The purpose of pre-planning is to afford the opportunity to an applicant for planning permission, to get advice from the Council on a proposed development. The process is designed to be objective, open and fair. It benefits both prospective applicants and the Council in ensuring a better mutual understanding of objectives and the constraints that exist. The Council's pre-planning guidance documents aim to enhance such consultation.

Pre Planning Guidance Application

Anyone seeking pre-planning consultation must complete the application form available from <http://www.sdcc.ie/services/planning/planning-applications/pre-planning-guidance-and-consultation>.

The following minimum information must be submitted for any pre-planning consultation:

- An application in writing completed using the Council's Pre-Planning Consultation application form available from the Council website.
- Name, address and contact phone number(s)
- Address/townland of site
- Site location map minimum 1:2500 scale
- Legal interest in site e.g. owner, prospective purchases etc.
- A clear and detailed description of the proposed development, nature of enquiry and any all supporting information as necessary including photographs, sketches or preliminary drawings.

If any of the above are omitted the pre-planning consultation cannot be facilitated. It should also be noted that pre-planning requests should relate to a specific proposal for the site. Those that are speculative i.e. they refer to lands / property with the applicant requesting advice in general or with queries relating to the "development potential" cannot be dealt with by the Council. The Council does not consider it appropriate nor has it the resources to deal with such queries and the applicant should consult the relevant development plans and / or seek appropriate professional advice.

Applicants are strongly advised to review the pre-planning guidance documents on a wide range of subjects that are available in advance of consultation so that the maximum benefit can be obtained from the process.

A record will be maintained in accordance with statutory provisions of all formal pre-planning consultation, including the names of those who participated in the consultations. A copy of such record will be placed and kept with the documents to which any planning application in respect of the proposed development consultation relates.

Development Plan

The Council's development plan provides the basis for the determination on the acceptability in principle of a proposal. It is important however to be aware that the acceptability in principle of a proposal is not confined to use zoning consideration only. There are a range of policies and objectives in the plan that must be considered. Many of these are referenced in the full series of pre-planning guidance documents available on-line from the Council. It should be anticipated that applicants can demonstrate how a proposal would be consistent with the Council's Development Plan. The current Development Plan is also fully available on the Council's website <http://www.southdublindvplan.ie/adopted-plan>.

Plans and Studies

Further elaboration on the acceptability in principle of a proposal may be obtained from the series of Local Area Plans, Planning Masterplans, and Planning Studies also available from the Council's website <http://www.sdcc.ie/services/planning/local-area-plans>. Relevant national policy which applies to a development can have a significant bearing on the acceptability in principle of a proposal. It should be anticipated that applicants can demonstrate how a proposal would be consistent with the National and Local plans.

Planning Site History

The history of a site or the surrounding sites gives a good insight into what issues are likely to arise in the case of the many types of development. The planning history frequently identifies what are the "sticking points" that can arise with development proposals. The Council has made this information readily available and accessible for the Council's website at <http://www.sdblincoco.ie/index.aspx?pageid=144>.