**COMHAIRLE CATHRACH CHORCAÍ**

**CORK CITY COUNCIL**

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| Community, Culture & Placemaking Directorate,  Cork City Council, City Hall, Anglesea Street, Cork. | R-Phost/E-Mail planning@corkcity.ie  Fón/Tel: 021-4924709  Líonra/Web: [www.corkcity.ie](http://www.corkcity.ie) |

**SECTION 5 DECLARATION APPLICATION FORM**

**under Section 5 of the Planning & Development Acts 2000 (as amended)**

1. **NAME OF PERSON MAKING THE REQUEST**

|  |
| --- |
|  |

1. **POSTAL ADDRESS OF LAND OR STRUCTURE FOR WHICH DECLARATION IS SOUGHT**

|  |
| --- |
|  |

1. **QUESTION/ DECLARATION DETAILS**

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| --- |
| **PLEASE STATE THE SPECIFIC QUESTION FOR WHICH A DECLARATION IS SOUGHT:**  *Sample Question: Is the construction of a shed at No 1 Wall St, Cork development and if so, is it exempted development?*  *Note: only works listed and described under this section will be assessed under the section 5 declaration.* |
|  |
| **ADDITIONAL DETAILS REGARDING QUESTION/ WORKS/ DEVELOPMENT:**  *(Use additional sheets if required).* |

1. **Are you aware of any enforcement proceedings connected to this site?**

***If so please supply details:***

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **Is this a Protected Structure or within the curtilage of a Protected Structure?**

**If yes, has a Declaration under Section 57 of the Planning & Development Act 2000 been requested or issued for the property by the Planning Authority?**

1. **Was there previous relevant planning application/s on this site?**

*If so please supply details:*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

1. **APPLICATION DETAILS**

*Answer the following if applicable. Note: Floor areas are measured from the inside of the external walls and should be indicated in square meters (sq. M)*

|  |  |  |
| --- | --- | --- |
| 1. Floor area of existing/proposed structure/s | |  |
| 1. If a domestic extension, have any previous extensions/structures been erected at this location after 1st October, 1964, (including those for which planning permission has been obtained)? | | Yes  No  If yes, please provide floor areas. (sq m)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 1. If concerning a change of use of land and / or building(s), please state the following: | | |
| Existing/ previous use (please circle) | Proposed/existing use (please circle) | |

**7. LEGAL INTEREST**

|  |  |  |
| --- | --- | --- |
| Please tick appropriate box to show applicant’s legal interest in the land or structure | **A.** Owner | **B.** Other |
| Where legal interest is **‘Other’**, pleasestate your interest in the land/structure in question |  | |
| **If you are not the legal owner**, please state the name of the owner if available |  | |

**8. I / We confirm that the information contained in the application is true and accurate:**

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

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

**CONFIDENTIAL CONTACT DETAILS**

These details will not be made available to the public.

**9. Applicant:**

|  |  |
| --- | --- |
| ***Name(s)*** |  |
| ***Address*** |  |

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

|  |  |  |
| --- | --- | --- |
| ***Name(s):*** |  | |
| ***Address:*** |  | |
| ***Telephone:*** |  | |
| ***E-mail address:*** |  | |
| **Should all correspondence be sent to the above address?**  (Please note that if the answer is ‘No’, all correspondence will be sent to the Applicant’s address) | | Yes  No |

**11. Owner Details (if the applicant above is not the legal owner):**

|  |  |
| --- | --- |
| ***Name(s)*** |  |
| ***Address*** |  |

**12. ADDITIONAL CONTACT DETAILS**

**The provision of additional contact information such as email addresses or phone numbers is voluntary and will only be used by the Planning Authority to contact you should it be deemed necessary for the purposes of administering the application.**

**Tel. No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Mobile No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

For Office Use Only:

File Ref. No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ADVISORY NOTES:**

The application must be accompanied by the required fee of €80

The application should be accompanied by a site location map which is based on the Ordnance Survey map for the area, is a scale not less than 1:1000 and it shall clearly identify the site in question.

Sufficient information should be submitted to enable the Planning Authority to make a decision. If applicable, any plans submitted should be to scale and based on an accurate survey of the lands/structure in question.

*The application should be sent to the following address:*

**The Development Management Section, Community, Culture & Placemaking Directorate, Cork City Council, City Hall, Anglesea Street, Cork.**

* The Planning Authority may require further information to be submitted to enable the authority to issue the declaration.
* The Planning Authority may request other person(s) other than the applicant to submit information on the question which has arisen and on which the declaration is sought.
* Any person issued with a declaration may on payment to An Bord Pleanála refer a declaration for review by the Board within 4 weeks of the date of the issuing of the declaration.
* In the event that no declaration is issued by the Planning Authority, any person who made a request may on payment to the Board of such a fee as may be prescribed, refer the question for decision to the Board within 4 weeks of the date that a declaration was due to be issued by the Planning Authority.

*The application form and advisory notes are non-statutory documents prepared by Cork City Council for the purpose of advising as to the type information is normally required to enable the Planning Authority to issue a declaration under Section 5. This document does not purport to be a legal interpretation of the statutory legislation nor does it state to be a legal requirement under the Planning and Development Act 2000 as amended, or Planning and Development Regulations 2001 as amended.*

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