**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: 021-4924564/4321  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. **POSTAL ADDRESS OF LAND OR STRUCTURE FOR WHICH DECLARATION IS SOUGHT**

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|  |

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.*  ------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------ |
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| **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)  --------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------- | |

1. **APPLICANT/ CONTACT DETAILS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of applicant (principal, not agent):** | |  | | |
| **Applicants Address** |  | | | |
| **Person/Agent acting on behalf of the Applicant (if any):** | Name: | |  | |
| Address: | |  | |
| Telephone: | |  | |
| Fax: | |  | |
| 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 |

**5. 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 and address of the owner if available |  | |

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

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

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

**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.*

**DATA PROTECTION:** The use of the personal details of planning applicants, including for marketing purposes, may be unlawful under the Data Protection Act 1988-2003 and may result in action by the Data Protection Commissioner against the sender, including prosecution.