

# CORK CITY COUNCIL

## SITE NOTICE

1/We, \_\_\_\_\_<sup>2</sup>, intend to apply for

Permission

Outline Permission

Permission for Retention

Permission consequent on the grant of outline permission

Ref. No. of outline permission: \_\_\_\_\_

For development of this site at

\_\_\_\_\_ 4

The development will consist/consists of

\_\_\_\_\_ 6

The planning application may be inspected or purchased at a fee not exceeding the reasonable cost of making a copy at the offices of the Planning Authority, City Hall, Cork, during its public opening hours. A submission or observation in relation to the application may be made in writing to the Planning Authority on payment of the prescribed fee of €20 within the period of 5 weeks beginning on the date of receipt by the Authority of the application, and such submissions and observations will be considered by the Planning Authority in making a decision on the application. The Planning Authority may grant permission subject to or without conditions, or may refuse to grant permission.

Signed: \_\_\_\_\_ 7

Date of erection of site notice: \_\_\_\_\_

See directions for completing this notice attached to this form.

## Directions for completing this site notice

1. This form must be completed in **indelible ink**.
2. The **name of the applicant** (and not his or her agent) must be entered.
3. Tick as appropriate the type of permission being sought.
4. The **location, townland or postal address** of the land or structure to which the application relates should be entered so as to identify the location of the site in question.
5. The **present tense** should be used where permission for retention is being sought.
6. A description of the **nature and extent of the development** must be written on the site notice. You should include the following in your development description if it relates to your application –
  - (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 an **environmental impact statement** has been prepared in respect of the planning application, an indication of that fact,
  - (e) where the application relates to development which comprises or is for the purposes of an activity requiring an **integrated pollution control licence or a waste licence**, an indication of that fact, or
  - (f) where a planning application relates to development in a **strategic development zone**, an indication of that fact, or
  - (g) where a planning application relates to development consisting of the **provision of, or modifications to an establishment** within the meaning of Part 11 of these Regulations (Major Accidents Directive), an indication of that fact.
7. Either the **signature of the applicant** or the **signature and contact address** of the person acting on behalf of the applicant should be inserted here.
8. The date that the notice is **erected or fixed at the site** should be inserted here.

## Directions for erecting Site Notice

- The site notice must be maintained in position for a period of 5 weeks from date of receipt by the Planning Authority of the application.
- The site notice must be erected no earlier than **2 weeks before the making of the application and must not be dated later** than date application is lodged with the planning authority.
- The site notice must be inscribed or printed in indelible ink on a **white** background, affixed on rigid, durable material and secured against damage from bad weather and other causes.
- Where a **valid planning application** is made in respect of any land or structure, and a **subsequent application is made within 6 months from the date of making the first application** in respect of land substantially consisting of the site or part of the site to which the first application related, the site notice shall be inscribed or printed in indelible ink on a **yellow** background and affixed on rigid, durable material and be secured against damage from bad weather and other causes.
- The site notice must be securely erected or fixed in a conspicuous position on or near the main entrance to the land or structure concerned from a public road, or where there is more than one entrance from public roads, on or near **all such entrances**, or on any other part of the land or structure adjoining a public road, so as to be easily visible and legible by persons using the public road, and shall not be obscured or concealed at any time.
- Where the land or structure to which a planning application relates **does not adjoin a public road**, a site notice shall be erected or **fixed in a conspicuous position on the land or structure** so as to be easily visible and legible by persons outside the land or structure, and shall **not be obscured or concealed at any time. The notice should not be affixed to a gate under any circumstances.**

**IT SHOULD BE NOTED THAT FAILURE TO COMPLY WITH ANY OR ALL OF THE ABOVE WILL RENDER THE APPLICATION INVALID.**