

Name: \_\_\_\_\_

VALID ☐

INVALID ☐

Date Submitted: \_\_\_\_\_

Reg. No. PD: \_\_\_\_\_

Validation Checklist for files received on or after 31 March 2007

In accordance with Planning and Development Regulations 2001 & 2006

This does not form part of the application and does not purport to be an interpretation of the regulations.

For indication only. RCC internal use only.

**If any of the questions below are marked NO the application will be invalid by reason of non-compliance with the Regulations.**

|  | Yes | No | N/A | Comments | Regs  |
|--|-----|----|-----|----------|-------|
| <b>Contents of the Application</b>                               |     |    |     |          |       |
| Location, townland or postal address                             |     |    |     |          | 22(1) |
| Permission type  |     |    |     |          | 22(1) |
| Permission Consequent – Outline details supplied                 |     |    |     |          | 22(1) |
| Registered Company - Names of Directors and Reg. Address         |     |    |     |          | 22(1) |
| Person responsible for preparation of drawings                   |     |    |     |          | 22(1) |
| Description of development                                       |     |    |     |          | 22(1) |
| Legal interest in land or structure                              |     |    |     |          | 22(1) |
| If not owner – names and address of owner                        |     |    |     |          | 22(1) |
| Site Area  |     |    |     |          | 22(1) |
| If building(s): gross floor area of existing <b>and</b> proposed |     |    |     |          | 22(1) |
| Mixed development – Breakdown of areas                           |     |    |     |          | 22(1) |
| Residential development – Breakdown                              |     |    |     |          | 22(1) |
| Change of use developments: statement on existing/proposed use   |     |    |     |          | 22(1) |
| Social and Affordable Housing                                    |     |    |     |          | 22(1) |
| Development Details  |     |    |     |          | 22(1) |
| Site History   |     |    |     |          | 22(1) |
| Pre-application Consultation                                     |     |    |     |          | 22(1) |
| Services   |     |    |     |          | 22(1) |
| Details of Public Notice   |     |    |     |          | 22(1) |
| Application Fee  |     |    |     |          | 22(1) |
| Signed   |     |    |     |          | 22(1) |
| Applicant details  |     |    |     |          | 22(1) |
| Agents Details   |     |    |     |          | 22(1) |

|  |  |  |  |  |               |
|--|--|--|--|--|---------------|
| <b>Notice in Newspaper</b>                                 |  |  |  |  |               |
| Relevant page or copy supplied (including title & date)    |  |  |  |  | 22(2)(a)      |
| Approved newspaper circulation in the area                 |  |  |  |  | 18(1)         |
| Published within two weeks of application                  |  |  |  |  | 18(1)         |
| Planning Authority as heading                              |  |  |  |  | 18(1)         |
| Name, Location, Permission Type, Outline Planning Ref. No. |  |  |  |  | 18(1)         |
| Brief description of development                           |  |  |  |  | 18(1)(d)      |
| State no. of houses being provided                         |  |  |  |  | 18(1)(d)(i)   |
| If retention- proposed use and period for retention        |  |  |  |  | 18(1)(2)      |
| State if Protected or Proposed Protected Structure         |  |  |  |  | 18(1)(d)(iii) |
| State if Waste or IPC Licence required                     |  |  |  |  | 18(1)(d)(iv)  |
| Inspection/Purchase/Fee and submissions within 5 weeks     |  |  |  |  | 18(1)(e)      |
| Adequate content   |  |  |  |  | 26(3)(b)      |

|   |  |  |  |  |          |
|---|--|--|--|--|----------|
| <b>Site Notice:</b>                                       |  |  |  |  |          |
| Copy of site notice provided                              |  |  |  |  | 22(2)(a) |
| In accordance with Form No.1 of Schedule 3 or similar     |  |  |  |  | 19(1)(a) |
| Inside the 2 week rule                                    |  |  |  |  | 17(1)(b) |
| Yellow Background(if within 6months of valid application) |  |  |  |  | 19(4)    |
| Adequate content  |  |  |  |  | 26(3)(b) |

|   | Yes | No | N/A | Comments | Regs          |
|---|-----|----|-----|----------|---------------|
| <b>Site Location Map</b>  |     |    |     |          |               |
| 6 copies  |     |    |     |          | 22(2)(b)      |
| Scale not less than 1:1000 urban, 1:2500 rural                    |     |    |     |          | 22(2)(b)      |
| Sufficient for site identification                                |     |    |     |          | 22(2)(b)      |
| Site boundaries delineated in red                                 |     |    |     |          | 22(2)(b)(i)   |
| Land under the control of the applicant or owner outlined in blue |     |    |     |          | 22(2)(b)(ii)  |
| Wayleaves outlined in yellow                                      |     |    |     |          | 22(2)(b)(iii) |
| Position of site notice   |     |    |     |          | 22(2)(b)(iv)  |
| All maps based on OS maps indicate sheet number                   |     |    |     |          | 23(1)(g)      |
| Corresponds with site outlined on site layout plan                |     |    |     |          | 23(1)         |

|   |  |  |  |  |          |
|---|--|--|--|--|----------|
| <b>Layout Plan:</b>                                     |  |  |  |  |          |
| 6 copies  |  |  |  |  | 22(4)(a) |
| Scale not less than 1:500                               |  |  |  |  | 23(1)(a) |
| Site boundaries delineated in red                       |  |  |  |  | 23(1)(a) |
| Features in the vicinity of the land or structure shown |  |  |  |  | 23(1)(a) |
| Level or contours where applicable with benchmark       |  |  |  |  | 23(1)(c) |
| Distances from structure(s) to boundaries of the site   |  |  |  |  | 23(1)(f) |
| North Point   |  |  |  |  | 23(1)(h) |
| Corresponds with site shown on site location map        |  |  |  |  | 23(1)    |

|   |  |  |  |  |          |
|---|--|--|--|--|----------|
| <b>Drawings of Floor Plans, Elevations, Sections:</b>   |  |  |  |  |          |
| 6 copies  |  |  |  |  | 22(4)(a) |
| Scale not less than 1:200 or as agreed  |  |  |  |  | 23(1)(b) |
| Elevations show main features of any contiguous buildings   |  |  |  |  | 23(1)(d) |
| All plans relating to reconstruction, alteration or extension coloured to distinguish existing and proposed |  |  |  |  | 23(1)(e) |
| Principal dimensions including height   |  |  |  |  | 23(1)(f) |
| North Point on Floor Plan   |  |  |  |  | 23(1)(h) |

|  |  |  |  |  |            |
|--|--|--|--|--|------------|
| <b>Miscellaneous:</b>  |  |  |  |  |            |
| On site treatment system & site suitability test   |  |  |  |  | 22(2)(c)   |
| Section 96 of Act applies, proposals for compliance / certificate  |  |  |  |  | 22(2)(e&f) |
| Letter of consent if applicant is not legal owner  |  |  |  |  | 22(2)(g)   |
| Outline Planning Permissions include plans to enable a decision in relation to siting, layout or other proposals                                 |  |  |  |  | 24         |
| <i>If Protected Structure or work in Architectural Conservation Area:</i> Photos, plans and particulars to show effect on character of structure |  |  |  |  | 23(2)      |
| Is application on zoned lands?   |  |  |  |  |            |
| <b>Appropriate Fee in accordance with Schedule 9</b>   |  |  |  |  |            |
|  |  |  |  |  | 22(2)(h)   |

|   |  |  |  |  |    |
|---|--|--|--|--|----|
| <b>Electricity Companies</b>                        |  |  |  |  |    |
| Special requirements for drawings see Article 25(2) |  |  |  |  | 25 |

|   |                                    |
|---|------------------------------------|
| Validated By: _____<br><br><br>Registered By: _____ | Date: _____<br><br><br>Date: _____ |
|---|------------------------------------|

|                                       |  |  |  |  |  |
|---------------------------------------|--|--|--|--|--|
| <b>Environmental Impact Statement</b> |  |  |  |  |  |
| Is an EIS required see Section 172    |  |  |  |  |  |
| If yes is it attached?                |  |  |  |  |  |