

## Application Form (Form 18) LRD Pre-Application Consultation request

Form to accompany a request for formal pre-application consultation or LRD meeting with Offaly County Council regarding the proposed development of a Large-scale Residential Development

**BEFORE FILLING OUT THIS FORM PLEASE NOTE THE FOLLOWING**  
Failure to complete this form or attach the necessary documentation, or the submission of incorrect information or omission of required information will lead to the invalidation of your application. Therefore, please ensure that each section of this form is fully completed and signed, entering n/a (not applicable) where appropriate, and that all necessary documentation is attached to the application form.

**HOLDING OF PRE-APPLICATION CONSULTATIONS WITH THE PLANNING AUTHORITY** Under section 32E and 247(3) of the Planning and Development Act 2000, as amended, neither the taking place of an LRD meeting nor the provision of an LRD opinion shall prejudice the performance by the planning authority of its functions under this Act or any regulations under this Act or any other enactment and cannot be relied upon in the formal planning process or in legal proceedings. In accordance with Section 247(3) of the Planning and Development Act 2000, as amended, “the carrying out of consultations shall not prejudice the performance by a Planning Authority of any other of its functions under this Act, or any regulations made under this Act and cannot be relied upon in the formal planning process or in legal proceedings”.

### DATA PROTECTION

It is the responsibility of persons or entities wishing to use any personal data on a planning application form for direct marketing purposes to be satisfied that they may do so legitimately under the requirements of the Data Protection Acts 1988 to 2018. The Office of the Data Protection Commissioner states that the sending of marketing material to individuals without consent may result in action by the Data Protection Commissioner against the sender including prosecution.

## Part I

### LRD Pre-Application Consultation request

**1. Prospective Applicant:**

Name of Prospective Applicant:	
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**2. Request for Section 247 Consultation or LRD meeting**

Section 247 Consultation <input type="checkbox"/>	
LRD Meeting (Section 32B) <input type="checkbox"/>	Section 247 Consultation Reference:
A request for an LRD meeting can only be requested once a Section 247 Consultation is complete	

**3. Contact details of person authorised to operate on behalf of the Prospective Applicant (Applicant or Agent): (Not for Public release)**

Name:	
Correspondence Address:	
Telephone:	
Email:	
Is the Council to send all correspondence to the above person/agent acting on behalf of prospective applicant? (Please tick appropriate box)	Yes: [ <input type="checkbox"/> ] No: [ <input type="checkbox"/> ] (Please note that if the answer is "No", all correspondence will be sent to the prospective applicant's address)

**4. Site of Proposed Development:**

Postal Address/Townland/ Location of the Proposed Development (sufficient to identify the site in question)	Address Line 1: Address Line 2: Address Line 3: Town / City: County: Country: Eircode:		
Ordnance Survey Map Ref. No. (ITM Coordinates / Grid Reference where available)			
Area of site to which the application relates in hectares:	ha		
Site zoning under current Offaly Development Plan:			
Existing use(s) of the site and proposed use(s) of the site:			
Does the application relate to a development in a Strategic Development Zone?	Yes: [ ] No: [ ]		
If yes, please note that LRD application process is not applicable to lands zoned under Strategic Development Zone			

**5. Prospective Applicant's Interest in the Site:**

Please tick appropriate box to show prospective applicant's legal interest in the land or structure:	Owner	Occupier	Other
Where legal interest is "Other", please expand further on your interest in the land or structure.			



<p>State Name and Address of the Site Owner:</p> <p><b>If you are not the legal owner</b>, please note that you are required to supply a letter of consent, signed by the site owner.</p>	

## 6. Characteristics of Proposed Development:

<p>Please provide a brief description of the nature and purpose of the proposed development, including-</p> <ul style="list-style-type: none"><li>• The number of proposed houses or student accommodation units, as the case may be, and, in the case of student accommodation units, the combined number of bed spaces, and any other uses to which those units may be put,</li><li>• Proposed services ancillary to residential development, and</li><li>• Other proposed uses in the development of the land, the zoning of which facilitates such use:</li></ul>

## 7. Proposed Residential Development

Provide an indicative breakdown of proposed residential content:

Houses		
Unit Type	No. of Units	Gross floor space in m <sup>2</sup>



1 bed		
2 bed		
3 bed		
4 bed		
4+ bed		
<b>Total</b>		

<b>Apartments</b>		
<b>Unit Type</b>	<b>No. of Units</b>	<b>Gross floor space in m<sup>2</sup></b>
Studio		
1 bed		
2 bed		
3 bed		
4 bed		
4+ bed		
<b>Total</b>		

<b>Student Accommodation</b>		
<b>Unit Type</b>	<b>No. of Units</b>	<b>Gross floor space in m<sup>2</sup></b>
Studio		
1 bed		
2 bed		
3 bed		
4 bed		
4+ bed		
<b>Total</b>		
State total number of residential units in proposed development:		

**8. Where the Proposed Development Relates to Existing Building(s)/ Structure(s):**

State estimated gross floor space of any existing building(s) / structure(s) in m <sup>2</sup> :	
State estimated gross floor space of any proposed demolition, in m <sup>2</sup> :	
State estimated gross floor space of any building(s)/structure(s) to be retained in m <sup>2</sup> :	
State total gross floor space of development in m <sup>2</sup> :	

**9. Information to be included where relevant with an LRD pre planning meeting request**

Please provide a brief description of the proposed development, including information, drawings or representations on the following:	
<b>Information</b>	<b>Enclosed</b>
a) A site location map sufficient to identify the land on which the proposed development would be situated	Yes: [ ] No: [ ]
b) A draft layout plan of the proposed development	Yes: [ ] No: [ ]
c) A brief description of the proposed numbers and types of houses or numbers of student accommodation units and bed spaces, or both, as appropriate,	Yes: [ ] No: [ ]
d) Details of proposed gross floor spaces, internal floor areas and principle dimensions, housing density, plot ratio, site coverage, building heights, proposed layout and aspect	Yes: [ ] No: [ ]
e) A brief description of proposed public and private open space provision	Yes: [ ] No: [ ]
f) Details of landscaping proposals and play facilities	Yes: [ ] No: [ ]
g) Details of provision of pedestrian permeability, vehicular access and parking provision, where relevant	Yes: [ ] No: [ ]
h) A brief description of the proposed provision of ancillary services, where required, including child care facilities, etc. or any other proposed use in the	Yes: [ ] No: [ ]



development where the zoning of the land facilitates such use including the proposed gross floor space for each such use	
i) A description of the capacity of existing or planned infrastructure to serve the proposed development, or the impact of the proposed development on existing /planned infrastructure	Yes: [ ] No: [ ]
j) Brief details of any phasing proposal, as applicable	Yes: [ ] No: [ ]
k) A brief description of proposals under Part V of the Planning and Development Act 2000, where relevant	Yes: [ ] No: [ ]
l) Brief description of any known flood risk to the site in question	Yes: [ ] No: [ ]
m) Does the application relate to work within or close to a European Site (under S.I. No 94 of 1997) or a Natural Heritage Area?	Yes: [ ] No: [ ]
n) Does the proposed development consist of work to a protected structure and/or its curtilage or a proposed protected structure and/or its curtilage?	Yes: [ ] No: [ ]
o) Does the proposed development consist of work to the exterior of a structure which is located within an architectural conservation area (ACA)?	Yes: [ ] No: [ ]
p) Does the application relate to development which affects or is close to a monument or place recorded under section 12 of the National Monuments (Amendment) Act 1994	Yes: [ ] No: [ ]
q) Does the proposed development involve the demolition of any structure?	Yes: [ ] No: [ ]

## Part II

### Information required for requesting an LRD meeting

Additional information required for requesting an LRD meeting with Offaly County Council for the purpose of receiving an LRD opinion under Section 32(D) of the Planning and Development Act, 2000-2021

#### 10. Previous Pre-Application Consultations

<p><b>Section 247 Consultation with Planning Authority:</b></p> <p>State the date(s) and planning authority reference number(s) of the consultation meeting(s) held with the planning authority under section 247 of the Planning and Development Act 2000:</p>	
<p>Planning Authority reference number:</p>	
<p>Meeting date(s):</p>	

#### 11. If you are requesting an LRD meeting please include the following additional information with the request

	Enclosed
a) Description of any possible effects on the environment	Yes: [ ] No: [ ]
b) A brief description of any proposals to provide for water services infrastructure, details of proposals to connect to a public water or wastewater network or both.	Yes: [ ] No: [ ]
c) Evidence that Irish Water has confirmed that it is feasible to provide the appropriate service or services and that the relevant network or networks have the capacity to service the proposed development	Yes: [ ] No: [ ]



d) Details of any consultations that have taken place with prescribed bodies or the public	Yes: [ ] No: [ ]
e) Such other information, drawings or representations as the prospective LRD applicant may wish to provide or make available	Yes: [ ] No: [ ]
f) A statement setting out how the proposed LRD has had regard to the relevant objectives of the development plan or local area plan in whose area or areas the proposed LRD would be situated	Yes: [ ] No: [ ]
g) A brief description of any proposals to address or, where relevant, integrate the proposed development with surrounding land uses	Yes: [ ] No: [ ]
h) Description of any proposals to provide for other services infrastructure (including cabling such as broadband provision)	Yes: [ ] No: [ ]
i) Details of protected structures within subject site or in the vicinity that would be impacted by proposed works, where relevant	Yes: [ ] No: [ ]
j) Details of national monuments or other monuments included in the Record of Monuments and Places, where relevant	Yes: [ ] No: [ ]
k) Details of traffic and transportation assessments, drawings and other access details.	Yes: [ ] No: [ ]
l) Details of traffic, cycle and pedestrian safety, where relevant	Yes: [ ] No: [ ]
m) Details relating to residential amenity including the assessment of sunlight, daylight, shadow, overlooking and overbearance, where relevant; for existing properties and proposed residential unit	Yes: [ ] No: [ ]
n) Detailed Flood risk assessment, assessments on risk of major accident and ecological impact assessment	Yes: [ ] No: [ ]
o) Appropriate fee if you are requesting an LRD Meeting	Yes: [ ] No: [ ]

## 12. LRD Floor Space

<b>Class of Development</b>	<b>Gross Floor Space in m<sup>2</sup></b>
(A) State cumulative gross floor space of residential accommodation, in m <sup>2</sup> :	
(B) State the cumulative gross floor space of the development proposed which is disregarded on foot of the LRD floor space definition in section 2 of the Act and provide the details of the different classes of disregarded floor space below:	
(i) e.g. Parking of vehicles by persons occupying the proposed development or for purposes incidental to the primary purpose of the development	
(ii) e.g. Childcare	
(iii) e.g. Gym	
(iv)	
(v)	
(C) State the cumulative gross floor space of the non-residential development proposed in m <sup>2</sup> including any ancillary non-residential development (excluding disregarded floor space for the purposes of (B) above) and provide the details of the different classes below:	
<b>Class of Development</b>	<b>Gross Floor Space in m<sup>2</sup></b>
(i)	
(ii)	
(iii)	
(D) State the total LRD Floor space as per the definition in section 2 of the Act ((A) plus (C))	
	<b>Percentage %</b>

(E) Express (A) as a percentage of (D):	
(F) Express (C) as a percentage of (D):	
(G) Plus (F)	<b>100%</b>

**13. Person Responsible for Preparation of Drawings and Plans:**

Name:	
Company:	

**14. Services:**

<b>Proposed Source of Water Supply:</b>
<p>Please indicate as appropriate:</p> <p>(a) Existing Connection: <input type="checkbox"/> New Connection: <input type="checkbox"/></p> <p>(b) Public Mains: <input type="checkbox"/></p> <p>Group Water Scheme: <input type="checkbox"/> Name of Scheme: _____</p> <p>Private Well: <input type="checkbox"/></p> <p>Other (please specify): _____</p>

<b>Proposed Wastewater Management / Treatment:</b>
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Please indicate as appropriate:

(a) Existing Connection: [  ] New Connection: [  ]

(b) Public Sewer: [  ]

Conventional septic tank system: [  ]

Other on-site treatment system: [  ] Please specify: \_\_\_\_\_

Where the disposal of wastewater for the proposed development is other than to a public sewer, provide information on the on-site treatment system proposed and evidence as to the suitability of the site for the system proposed:

**Proposed Surface Water Disposal:**

Please indicate as appropriate:

(a) Public Sewer/Drain: [  ]

Soakpit: [  ]

Watercourse: [  ]

Other: [  ] Please specify: \_\_\_\_\_

**Irish Water Requirements:**

Please submit a current / valid Confirmation of Feasibility statement (COF) from Irish Water in response to a Pre-Connection Enquiry (PCE) in relation to the proposed development. (i.e. evidence that Irish Water has determined that it is feasible to provide a water and/or wastewater service and that there is capacity to connect to an Irish Water Network).

**Enclosed:**

Yes: [  ] No: [  ]

**Traffic and Transportation and Associated Infrastructure:**



Please submit a statement on how the proposed development would address traffic and transportation issues, including road infrastructure, traffic generation, pedestrian and cyclist linkages and safety, public transport availability and capacity, and where applicable, issues regarding scoping of a Traffic / Transportation Impact Assessment.	<b>Enclosed:</b> Yes: [ <input type="checkbox"/> ] No: [ <input type="checkbox"/> ]
Please submit a statement indicating, in the prospective applicant's opinion, the proposal is consistent with the Design Manual for Urban Roads and Streets (Department of Transport, Tourism and Sport & Department of Environment, Community and Local Government, 2013).	<b>Enclosed:</b> Yes: [ <input type="checkbox"/> ] No: [ <input type="checkbox"/> ]

**15. Request Fee:**

Fee Payable for requesting an LRD meeting:	<b>€ 1,500</b>
Is the required fee enclosed with the request?	Yes: [ <input type="checkbox"/> ] No: [ <input type="checkbox"/> ]



## Formal Request

### Required for requesting Section 247 consultation /LRD meeting

In accordance with sections 32B and 247 of the Planning and Development Act 2000, as amended, and article 16A of the Planning and Development Regulations 2001, as amended, **[insert prospective applicant name]** formally requests to enter into a Section 247 consultation /LRD meeting with Offaly County Council regarding the development of a Large-scale Residential Development of **[insert number]** residential units at **[insert Proposed development address]**.

**I hereby declare that, to the best of my knowledge and belief, the information given in this form is correct and accurate and fully compliant with the Planning and Development Act 2000, as amended, and the Regulations made thereunder.**

Signed: (Prospective Applicant or agent as appropriate)	
Date:	



**Planning Authority (Official Use only)**

Planning Reference	
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**Planning Authority Stamp:**

**Contact Details- (Not to be Published)**

**Prospective Applicant(s):**

<b>First Name:</b>	
<b>Surname:</b>	
<b>Address Line 1:</b>	
<b>Address Line 2:</b>	
<b>Address Line 3:</b>	
<b>Town / City:</b>	
<b>County:</b>	
<b>Country:</b>	
<b>Eircode:</b>	
<b>E-mail address (if any):</b>	
<b>Primary Telephone Number:</b>	
<b>Other / Mobile Number (if any):</b>	

**Person/Agent (if any) acting on behalf of the Prospective Applicant(s):**

<b>First Name:</b>	
<b>Surname:</b>	
<b>Address Line 1:</b>	
<b>Address Line 2:</b>	
<b>Address Line 3:</b>	
<b>Town / City:</b>	
<b>County:</b>	
<b>Country:</b>	
<b>Eircode:</b>	
<b>E-mail address (if any):</b>	
<b>Primary Telephone Number:</b>	
<b>Other / Mobile Number (if any):</b>	

**Contact for arranging entry on site, if required:**

<b>Name:</b>	
<b>Mobile Number:</b>	
<b>E-mail address:</b>	