

**Direction for completion of newspaper notice:**

- (a) Name of the applicant
- (b) Delete as appropriate. The types of permission which may be sought are:
  - (i) permission
  - (ii) retention permission
  - (iii) Outline permission
  - (iv) Permission consequent on the grant of outline permission. If this type of permission is being sought, the reference number on the planning register of the relevant outline permission should be included.
- (c) The location, townland or postal address of the land or structure to which the application relates (as may be appropriate).
- (d) A brief description of the nature and extent of the development should be inserted here. The description shall include:
  - (i) 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 apartment or other dwellings within a building,
  - (ii) 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,
  - (iii) 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,
  - (iv) where the application relates to development which comprises or is for the purposes of an activity requiring an integrated pollution prevention and control licence or a waste licence, an indication of that fact, or
  - (v) where a planning application relates to development consisting of the provision of, or modifications to an establishment within the meaning of Part II of these Regulations (Major Accidents Directive) an indication of that fact.

## **SAMPLE NEWSPAPER NOTICE**

OFFALY COUNTY COUNCIL

I **(a)** intend to apply for permission/retention  
permission/outline

permission/ permission consequent on the grant of outline permission (Ref. No. of  
outline

permission) **(b)** for development at **(c)** the  
development will consist

of **(d)**.

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 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 (€20) within the period of 5 weeks beginning on the date of receipt by the authority of the application.