SAMPLE NEWSPAPER NOTICE

Leitrim County Council

I, _____[1], intend to apply for _____ (permission /permission for retention / outline permission / permission consequent on the grant of outline permission (ref. no. of outline permission)[2] for development at _____[3].

The development will consist/consists of _____

_____

_____

_____[4]

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, and a submission or observation in relation to the application may be made in writing to the Planning Authority on payment of the prescribed fee (€20.00) within the period of 5 weeks beginning on the date of receipt by the Planning Authority of the application.

Signed: _____[5]

Dated: _____[6]

Directions for completing this notice

1. The name of the applicant for permission (and not his or her agent) should be inserted here.
2. Delete as appropriate. The types of permission which may be sought are—
   (*a*) permission;
   (*b*) retention permission;
   (*c*) outline permission, or;
   (*d*) 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.
3. The location, townland or postal address of the land or structure to which the application relates should be inserted here.
4. A brief description of the nature and extent of the development should be inserted here. The description should include—
   (a) where the application relates to development consisting of or comprising the provision of houses, the number of houses to be provided,
   (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 the application relates to development which comprises or is for the purposes of an activity requiring an integrated pollution control licence, an industrial emissions licence, a waste licence, a waste water discharge licence, or an abstraction licence, an indication of that fact,
   (e) where a planning application relates to development in a strategic development zone, an indication of that fact,
   (f) (vi) where the application relates to an LRD, an indication of that fact and include the web address referred to in Regulation 11,
   (g) (vii) where the application relates to Renewable Energy Development, an indication of that fact
5. 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.
6. The date that the notice is erected or fixed at the site should be inserted here.