Comhairle Chontae Liatroma
Leitrim County Council

Pre-Application Consultation Form

Section 90 – Planning & Development Act 2024 (as amended)

Completed application form & supporting documentation to be returned to the Planning Authority to planning@leitrimcoco.ie

Please note that any advice is given in good faith and without prejudice to the formal consideration of any subsequent planning application. Section 167 of the Planning & Development Act 2024 (as amended) states that the carrying out of any consultation "shall not prejudice the performance by a planning authority or the Commission of its functions by or under this Act or any other enactment and cannot be relied upon in the formal planning process or in legal proceedings".

Formal consideration of an application is necessarily more extensive than consideration at the pre-application stage including because of consideration of any internal technical reports e.g., environment section or submissions from a third party or prescribed body.

Name of Prospective Applicant:	
Nature & Extent of proposed Development:	
Full address of where development is to be located including Townland and Eircode (if available)**:**	
Area of site:	

Is this proposed development a Residential development of not less than 10 housing units? (houses, apartments, duplexes, or a mix of these types)	**Yes**	**No**
Is this proposed development consisting of student accommodation containing not less than 200 bed spaces?	**Yes**	**No**
Is this proposed development non-residential development of more	**Yes**	**No**

than 1,000 square metres gross floor space?		

Planning History - list any relevant planning application reference numbers:		
Is your legal interest in this site as Owner?	**Yes**	**No**
Is your legal interest in this site as Other? If Yes, please provide details:	**Yes**	**No**
	Details:	
Is the land for sale?	**Yes**	**No**
If the land for is sale, please select one of the following:	**Publicly – Yes**	**Publicly – No**
	Privately – Yes	**Privately –No**
Agent Details		
Agent Name:		
List of people anticipated to attend pre-planning consultation:		

Signature of Applicant/Agent:	
Date:	

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PRE-PLANNING CONTACT INFORMATION

NOT TO BE MADE AVAILABLE WITH APPLICATION

Please note:

1) The applicant's address **must** be submitted on this page.

Applicant:	
Address (Required)	
Eircode	
Telephone No.	
Email Address	

Person/Agent acting on behalf of the Applicant (if any):	
Address (Required)	
Eircode	
Telephone No.	
Email Address	

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Documents to accompany this application form

- **Required:** Ordnance Survey map or site location map minimum 1:2500 scale which clearly outlines the location and extent of the proposal site. Failure to do so will result in your pre-planning consultation application being returned to you (Ordnance Survey maps can obtained from https://osi.ie/).
- **Required**: A letter of consent from the owner of the lands if not the owner.
- Any other supporting information including photographs, sketches, or preliminary drawings as appropriate.

Please note:

1. Consultations entail maintaining a record, which will be placed and kept with documents to which any **subsequent planning application** relates and will be publicly viewable.

2. Pre-planning consultations are available only to parties who have a legal interest in the site of the proposed development. If you do not have a **legal interest** in the proposed site, you must obtain letter of consent from the owner of the lands.

3. It should also be noted that pre-planning requests should relate to a specific proposal for the land in question. Those that are speculative in the sense that they refer to lands/ property with the applicant requesting advice in general together with queries relating to sites that are up for auction and seeking advice for **"development potential"** for their lands cannot be dealt with by the planning authority.

4. If an applicant has a **private** preliminary agreement with the owner but the site is not up for auction to the public, the planning authority can give pre-planning advice once the applicant submits a **written letter of consent from the landowner** to the applicant engaging with the Planning Authority in a pre-planning consultation in relation to the site.

5. Site visits are **not** conducted for pre application consultation queries for **single houses**

6. Pre application consultations are **not** provided where a site is up for **auction**.

7. An applicant is obliged to have engaged in at **least one pre-planning meeting** prior to making a planning application where a proposed development:
   (a) development consisting of not less than 10 housing units,
   (b) development consisting of student accommodation containing not less than 200 bed spaces,
   (c) development (other than residential development) containing not less than 1000 square metres gross floor space, or
   (d) such other development as may be prescribed