



**Comhairle Chontae Liatroma
Leitrim County Council**

Áras an Chontae
Cora Droma Rúisc
Contae Liatroma
N41 PF67

Áras an Chontae
Carrick on Shannon
County Leitrim
N41 PF67

PLANNING SECTION
LEITRIM COUNTY COUNCIL

11.08.26
ED-26-58

REF P. _____

**Declaration Regarding Development / Exempted Development
(Section 5 of Planning & Development Acts 2000, As Amended)**

APPLICATION FORM

1. Name of person seeking declaration [Applicant] SANDRA BOURKE

2. Postal Address of Property /Site or Building to which the declaration sought relates
Gowel, Co. Leitrim N41 Y7F8

3. Applicant's legal interest in the land or structure. [Give details] I have bought this derelict house to make a home for myself and my two children

4. State whether or not the applicant is the owner of the property in question ☒ Yes or ☐ No and if {No} please provide the information under item 11 at the end of this form

5. State if owner / occupiers are aware of the current application for Declaration under S 5 of the Act [Y] / [N]

6. Type of declaration sought
 - a. That the proposal is or is not development within the Act ☒ Yes or [No] and if {yes}
 - b. That the development is or is not Exempt development ☒ Yes or [No]

7. Provide full description of the question / matter / subject which arises wherein a declaration on the question is sought?
I have bought this house and plan to gut it and renovate it within its current footprint. I am not building on anything or extending just renovating the same cottage to make it livable. There is an existing septic tank at the cottage. I've had an asbestos survey carried out so the roof is made of asbestos and also adhesive containing asbestos was used on the floor tiles inside the house. I would advise anyone entering to suit up properly before entering. The plan is to remove the roof, gut the cottage, insulate, plumb, rewire and do up this cottage to make a small home in the existing cottage that stands there. I plan to apply for the vacant home grant to help me with this.

Phone: 071 96 20005

Email: customerservices@leitrimcoco.ie

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Signature: Sandra Boultke Date: 11 August 2026

To give as full account as possible of this matter, the applicant is advised to set out the matter on which the declaration is sought, as comprehensively as possible.

Please submit the following with this application:

- A fee of €80.00
- A site map to a scale of not less than 1:2500 based on the Ordnance Survey map for the area, shall be provided to identify the lands in question
- A site layout map
- Dimension drawings
- A photo / sketch of your proposal

The applicant is advised that notwithstanding the completion of the above application form, that the planning authority may require the applicant to submit further information with regard to the request in order to enable the authority to issue the declaration on the question.

The applicant is also advised that the Authority may also request other persons, other than the applicant to submit information on the question which has arisen and on which the declaration is sought.

FOR OFFICE USE ONLY

Fee of €80.00 Paid. [Yes] / [No]

Decision:

E.O. No and date: