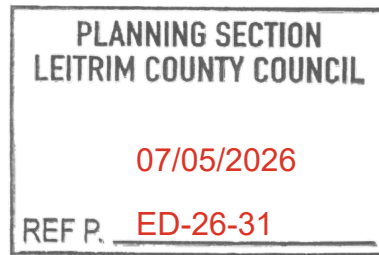


Leitrim County Council,  
 Planning Department,  
 Aras an Chontae,  
 Carrick on Shannon,  
 County Leitrim,  
 N41 PF67.



7<sup>th</sup> May 2026

**REF: Request for Section 5 Declaration under Class 20F and Class 14 (h) Exempted Development under Planning and Development Regulations 2001 (as amended) for Temporary Change of Use of Abbey Manor Hotel, Main Street, Dromahair, Co. Leitrim, F91 AT22.**

To whom it may concern,

We write on behalf of Dromaprop Limited and Mr. Declan Hallinan as Director, to request a Section 5 Declaration for exemption from the application for planning permission for the above noted hotel premises. In support of this request, see attached

1. Completed application form with the question for determination noted therein.
2. Copy of the following drawings in support of this request.

| Drawing Reference    | Drawing Title               | Revision | Date of Revision |
|----------------------|-----------------------------|----------|------------------|
| DRO-BR-XX-PL-DR-0100 | SITE LOCATION MAP SITE PLAN | 00       | 04.05.2026       |
| DRO-BR-XX-PL-DR-0200 | LOWER BASEMENT FLOOR PLAN   | 00       | 04.05.2026       |
| DRO-BR-XX-PL-DR-0201 | UPPER BASEMENT FLOOR PLAN   | 00       | 04.05.2026       |
| DRO-BR-XX-PL-DR-0202 | GROUND FLOOR PLAN           | 00       | 04.05.2026       |
| DRO-BR-XX-PL-DR-0203 | FIRST FLOOR PLAN            | 00       | 04.05.2026       |
| DRO-BR-XX-PL-DR-0204 | SECOND FLOOR PLAN           | 00       | 04.05.2026       |
| DRO-BR-XX-PL-DR-0400 | EXTERIOR ELEVATIONS SHEET 1 | 00       | 04.05.2026       |
| DRO-BR-XX-PL-DR-0401 | EXTERIOR ELEVATIONS SHEET 2 | 00       | 04.05.2026       |

3. We will contact your office to make payment of the €80.00 fee.

Barry Reynolds, Drumbaragh, Kells, Co. Meath, A82 E3Y1.  
 Mobile: 00 353 85 250 8386  
 Email: barryreynoldstech@gmail.com

The question we would like to raise for this section 5 request for declaration is as follows:

Is this premises known as Anney Manor Hotel, Main Street, Dromahair, Co. Leitrim, F91 AT22, exempted development based on the following: Change of use of the premises that is development\* to accommodate or support displaced persons or persons seeking international protection in accordance with S.I. No. 605 of 2022 – Planning and Development (Exempted Development) (No. 4) Regulations 2022, Class 20F as previously notified\*\* and similarly with Class 14 (H) inserted by article 4 of S.I. No. 582/2015 Planning and Development (Amendment) (No.4) Regulations 2015

\* The premises can be described as an authorised development as approved under planning permission references as follows:

| Planning Reference No. | Date of Approval | Description of Development.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|------------------------|------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 24/60117               | 16/06/2025       | Planning permission to retain the as constructed layout and changes to planning permission PL22/138. Including the following changes: 1. First Floor changes: 2 no. bedroom suite to 2 no. 1 bedroom suites and associated changes to access and internal layout to include a bedroom to a kitchen, 2. Ground Floor changes: new corridor through 2 no. bedroom suite and change to access to suite, kitchen and bedroom in managers suite swapped, laundry room changed to computer room and new ESB Room, all associated changes. 3. Upper Basement Changes: new corridor through 3 no. bedroom suite and internal changes, staff toilet and store amalgamated into a laundry room, location of internal stairs, all associated changes. 4. Lower Basement Changes: open plan kitchen and dining area with toilets and upper sitting area and ESB room in lieu of 2 no. 3 no. bedroom suites and laundry room and all associated changes. 5. All other minor internal changes, 6. Fenestration changes at basement levels to side and rear elevations. 7. Changes to retaining wall and ground level to side with ramps from car park, 8. The retention of paladin boundary fencing along the perimeter of the car park along the southern side and rear boundary and also adjoining the northern site boundary to include entrance gates, 9. All ancillary site works. This is a protected structure |

| Planning Reference No. | Date of Approval | Description of Development.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|------------------------|------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| P.22/138               | 05/12/2022       | <p>In pursuance of the powers conferred upon them by the above-mentioned Act, Leitrim County Council have by order dated 05/12/2022 decided: to GRANT RETENTION to the above named, for development of land, in accordance with the documents lodged, namely:</p> <ol style="list-style-type: none"> <li>1. Apply for permission to retain &amp; complete renovations and alterations to the Abbey Hotel including the original Protected Structure.</li> <li>2. First Floor Level - Reconfigure existing bedroom layout to provide bedroom suite accommodation (228.16.sq.m) together with all associated alterations, these bedrooms are located in the later rear extension, not within the original protected structure. Retain &amp; complete renovations, alterations and re-configuring of existing bedroom layouts (285.33.sq.m) contained within the protected structure.</li> <li>3. Ground Floor Level - Retain &amp; complete the conversion of public bar, rear lounge bar area and offices contained within the protected structure to bedroom suite accommodation. Retain &amp; complete the conversion of the front lounge bar contained within the protected structure to a dining room/café. (323.00.sq.m) Retain &amp; complete the conversion of existing function room to bedroom suite accommodation, games room and ancillary laundry (415.41.sq.m). Reconfigure the existing bedroom layout to bedroom suite accommodation. (114.64.sq.m) take down the existing glazed atrium and flat roof that links the original hotel with the later extension, together with all associated alterations, these works are located in the later rear extension, not within the original protected structure.</li> <li>4. Upper Basement Plan - Conversion of existing night club, plant room, store, cold rooms and ancillary sanitary accommodation to bedroom suite accommodation (284.41.sq.m) together with all associated alterations. These works are located in the later rear extension, not within the original protected structure.</li> <li>5. Lower Basement Plan - Conversion of existing night club, plant room, store and ancillary sanitary accommodation to bedroom suite accommodation and laundry room (281.21sq.m) together with all associated alterations. These works are located in the later rear extension, not within the original protected structure.</li> <li>6. Carry out/retain all associated elevational changes, including the re-slating of the roof of the protected structure, together with all associated site works including the provision of new retaining walls. There will not be any increase in the floor area of the building. The proposed bedroom suite accommodation will consist of: 1 no. 4 bedroom suites, 11 no. 3 bedroom suites, 9 no. 2 bedroom suites and a managers 1 bed suite accommodation at Main Street (R288 Road), Dromahaire Td, Dromahaire, Co Leitrim, subject to the 14 condition(s) set out in the attached Schedule (Schedule 2). The main reasons and considerations on which the Decision is based are detailed on the attached Schedule (Schedule 1).</li> </ol> |

**Fire Safety:**

The premises has an approved fire safety certificate under reference number  
FSC2304757LM/7DN

Dated 16.10.2023

**Building Control:**

The building and its associated works as described in the previously noted planning applications, have been entered into the building control register by Leitrim County Council as follows:

- Completion Certificate Number: CC2024001LM
- Commencement Notice / 7 Day Notice Number: SN0008977LM
- Dated Entered into Register : 02/05/2024
- Description of Commenced Building or Works: Renovation Works to the Abbey Manor Hotel, Dromahair, Co. Leitrim

**Floor Areas:**

The following are the gross internal floor areas for the premises.

| Floor               | Area, m2 |
|---------------------|----------|
| Lower Basement      | 436.8    |
| Upper Basement      | 383.5    |
| Ground Floor        | 961.7    |
| First Floor         | 622.9    |
| Second Floor        | 41.9     |
| Total of All Floors | 2446.8   |

**Photos of the Premises:**

These are photos of the existing premises and used for the purposes of identifying the premises for the declaration request.





Barry Reynolds, Drumbaragh, Kells, Co. Meath, A82 E3Y1.  
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Email: [barryreynoldstech@gmail.com](mailto:barryreynoldstech@gmail.com)

Should you require any further information, please do not hesitate to contact the undersigned.

We look forward to your decision.

Yours sincerely



Barry Reynolds

Dip. Arch. Tech. (TU Dublin)  
RIAI (Arch.Tech.)  
Chartered Architectural Technologist (MCIAT)  
CIAT Chartered Practice, 2024  
Chartered Building Engineer (C.Build E MCABE)  
Cert in Archaeology (UCD) 2005