



**C. GRAY &
ASSOCIATES LTD.**

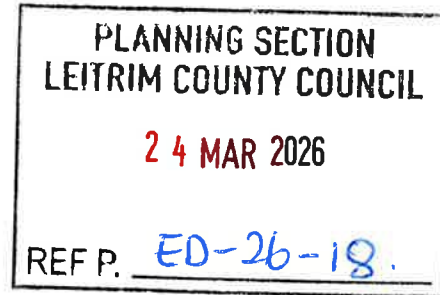
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Ref: 2107GP

Leitrim County Council,
Planning Department,
Arás an Chontae,
Carrick-on-Shannon,
Co. Leitrim.



20th March 2026

Re: Application for Declaration regarding Development / Exempted development in respect of proposed works to existing dwelling at 2. Cnoc Bofin, Dromod, Co. Leitrim, N41 TY03. For William & Sonia Phillips,

Dear Sir/Madam,

We refer to the above and attach the following: -

1. Cheque for required Fee in the amount of 80 euro.
2. Completed section 5 application form.
3. Site Layout drawing scale 1;500 A4 Sheet
4. Site location Map OS sheet 1;1000
5. Photographs of the dwelling externally & internally.

The applicants are owner/occupiers of the above-mentioned dwelling which they purchased in late 2022. [REDACTED]

[REDACTED]

declaration is required for are set out on the attached form and can be summarised as follows

1. When replacing the damaged ceiling, lower the existing ceiling joists by 225mm internally which will reduce the ground floor to ceiling height from 2.68m to

2.425m. This will allow the attic area to meet building regulation requirements for floor to ceiling heights where it is proposed to provide habitable accommodation.

2. Convert 40m² of attic area to provide habitable accommodation consisting of an ensuite bedroom and a sitting room/study area including replacing 2 no existing permitted velux windows with fire escape compliant velux .

We believe that there is no requirement to seek a declaration on the repair works externally as they only involve repairing a relatively small section of the rear roof area with matching slates.

Trusting the foregoing meets with your approval. I can be contacted on 087 7021857 should you require any more information or wish to discuss the attached.

Yours faithfully,



C. Gray & Associates Ltd.